

1995

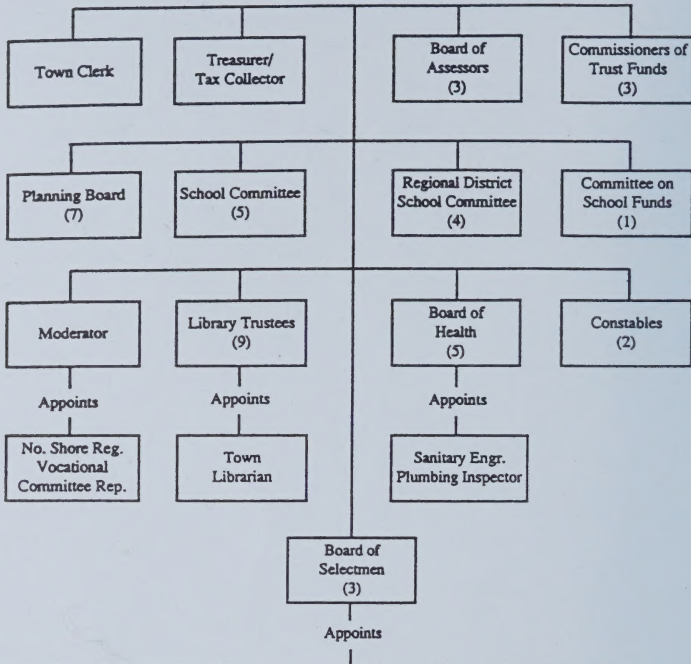
ANNUAL REPORT



Boxford, Massachusetts

Boxford Officials

VOTERS ELECT



OFFICERS:

Town Accountant
Animal Control Officer
Civil Defense Director
Communications Director
Town Counsel
Executive Secretary
Fire Chief
Forest Warden
Town Geologist
Parking Clerk
Police Chief
Superintendent of
Public Works
Sealer of Weights
and Measures
Veterans' Agent
Veterans' Grave Officer

COMMITTEES:

Council on Aging
Board of Appeals
Arts Council
Cable TV Advisory Committee
Computer Study Committee
Conservation Commission
Election Officers
Fenceviewers
Finance Committee
Town Forest Committee
Historic District Commission
Housing Partnership Committee
Inspector of:
Animals
Buildings
Gas
Plumbing
Wires
Ipswich River Watershed
Personnel Board
Recreation Committee
Recycling Committee
Registrar of Voters
School Building Committee

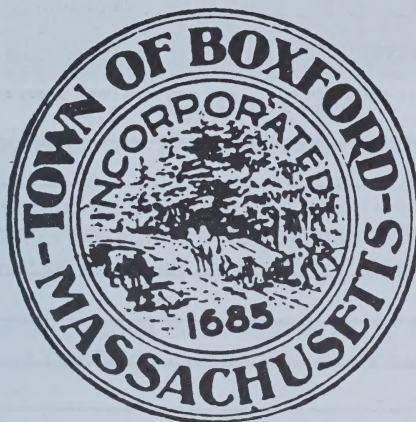
AD HOC COMMITTEES:

Bay Circuit Program Committee
Land Bank Committee
Land Acquisition Committee
Master Planning Committee
Municipal Land Use Committee
Municipal Space Needs Committee
Master Plan Committee

BTA/BOLT, Inc.
Historic Document Center
H.A.W.C.(Help for Abused Women & Children)
Tri-Town Council on Youth & Family Services

1995

ANNUAL REPORT



Boxford, Massachusetts

VOLUNTEER APPLICATION

If you are interested in serving on an appointed town committee, or if you have expertise in an area which you would like to share with a town board or committee, please complete the following and forward to:

Board of Selectmen
Town Hall, 28 Middleton Road
Boxford, MA 01921

Name _____

Address _____

Telephone: Home _____ Office _____

Committee of interest: _____

Brief summary of your background: (you may enclose a separate letter if desired)

THANK YOU FOR YOUR INTEREST IN SERVING THE TOWN

IN MEMORIUM - 1995



"A.C. "PETE" WATERS

September 18, 1915 - December 5, 1995

Pete started his life in Boxford at the Averill Locke House at 23 Elm Street in the East Village Center in the 1920's. Five generations of family resided in this historic house before Pete moved into Four Mile Village in 1995.

Pete was educated in the Boxford School system at the Palmer School (Little Red School House) and Topsfield Academy (Proctor School) before going on to MIT.

Pete was active in many town endeavors serving as Chairman of the Parish Committee and overseeing the renovation of the parsonage at the First Church - later rising to senior Deacon continuing his commitment to the community.

After serving in the U. S. Coast Guard and pursuing his career as a Professional Engineer, Pete served as Building Inspector for the Town of Topsfield for ten years and was a past Commander of the James L. Melvin Post of the American Legion.

In the 1950's Pete served the Town of Boxford as one of six original Planning Board members lending his experience to the development of our Zoning Bylaws. Pete argued for the 2 acre zoning that we enjoy today and voted issues to strengthen the bylaws to assure "desirable development" of the Town.

Always an avid reader and theater enthusiast, Pete participated in the Boxford Oratorio Society in the 1930's and the Village Players in Topsfield.

IN MEMORIUM - 1995

H. IRENE LATHAM

1908 - 1994

Member of the Boxford Village Garden Club
Board of Trustees of the Boxford Town Libraries
Charter Member of Friends of the Boxford Town Libraries

HARRIET E. ERNST

1941 - 1995

Boxford School Teacher for 32 years
Harry Lee Cole School second grade

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IMPORTANT TELEPHONE NUMBERS (Back Cover)

TOWN OFFICERS

TOWN OFFICERS

Elected

Appointed

Committees, Boards and Commissions

AD HOC Committees

ELECTED TOWN OFFICIALS

MODERATOR	DeWitt Minich (1996)
BOARD OF SELECTMEN	Richard W. Ulman (1996) (Chairman) Gerald R. Johnston (1997) Kendall E. Bagge (1998)
TOWN CLERK	Patricia A. Shields (1998)
TREASURER/TAX COLLECTOR	Alan J. Benson (1997)
BOARD OF ASSESSORS	Edward Checkwood (1997) (Chairman) A. Gordon Price (1996) Mary L. Morton (1998)
BOXFORD SCHOOL COMMITTEE	Sharon Benson (1997) (Chairman) Charles Costello (1996) Ellen S. Guerin (1997) Ann Knight (1998) Robin E. Phelan (1996)
MASCONOMET REGIONAL DISTRICT SCHOOL COMMITTEE	Judith N. Erensoy (1996) Barbara McKenna (1997) Nancy Vose (1996) Barbara Was (1998)
PLANNING BOARD	Kurt B. Kaiser (1997) (Chairman) Craig Falk (1996) (Vice-Chairman) Linda Laderoute (1996) David E. Trask (1998) Robert C. Gore (2000) Ellen N. Maynard (2000) Dean R. Spofford (resigned)
BOARD OF HEALTH	Richard F. Taylor (1996) (Chairman) Mark Mitsch (1997) Louise Kress (1998) James F. Wood (1996) Nancy A. Pearl (1997)
TRUSTEES OF THE BOXFORD PUBLIC LIBRARIES	Barbara J. Schaller (1996) (Chairman) Peter Fiedler (1996) G. Edwin Hadley (1996) Judith M. Littlefield (1997) Helen K. Millstein (1998) Cynthia D. Rhodes (1997) Dean Spofford (1998) Enid E. Thuermer (1997) Kathleen J. Ulman (1998)
CONSTABLES - EAST PARISH WEST PARISH	Wayne G. Merrill (1996) David Smallman (1996)
COMMISSIONERS OF TRUST FUNDS	Judith F. Carr (1996) Chairman Charles D. Laderoute (1997) Alexander M. Colby (1998)

APPOINTED TOWN OFFICERS

(Town Appointed Officers term runs to June 30, 1996, except as noted)

TOWN COUNSEL	Donald Scutiere to (6-30-95) Kopelman & Paige, P.C. (7-1-95)
EXECUTIVE SECRETARY	Thomas E. Hauenstein
SUPERINTENDENT, DEPARTMENT OF PUBLIC WORKS	Thomas F. Greene
POLICE CHIEF	Gordon A. Russell, Jr.
FIRE CHIEF	Peter C. Perkins
TOWN ACCOUNTANT	William P. O'Brien
COMMUNICATIONS DIRECTOR	Elizabeth Russell
DIRECTOR OF PUBLIC HEALTH	Allison C. Conboy
DIRECTOR BOXFORD EMERGENCY MANAGEMENT	Robert D. Hazelwood
DIRECTOR OF PUBLIC LIBRARIES	Adele McConaghy
VETERANS' AGENT (District Director)	Richard E. LaHaye
VETERANS' GRAVE OFFICER	Kenneth H. Chadwick
FOREST WARDEN	Peter Perkins
TOWN GEOLOGIST	Richard Z. Gore
ANIMAL CONTROL OFFICER ALTERNATE ANIMAL CONTROL OFFICER	Helen L. Phillips Scott Foster
PARKING CLERK	Thomas E. Hauenstein
SEALER OF WEIGHTS & MEASURES	Edward Bowerman (resigned) Harry R. MacGregor
NORTH SHORE REGIONAL VOCATIONAL SCHOOL DISTRICT REPRESENTATIVE	Charles F. Springer (to 12/95) Philip J. Holden (to 12-13-98)
ASSISTANT ASSESSOR	Barbara A. King
ASSISTANT TREASURER	Mary E. Bolen
DEPUTY TAX COLLECTOR	Richard Sullivan

COMMITTEES, BOARDS AND COMMISSIONS

COUNCIL ON AGING

Judith F. Carr, Chairperson (1999)
 Jean W. Buell (1996)
 Kathie A. Canonica (1999)
 Lula Gould (1997)
 Geraldine C. Dupuis (resigned)
 Lawrence Holt (1999)
 Milton W. Knauer (1997)

BOARD OF APPEALS

Carlyle W. Thomas (deceased)
 William R. Cargill, Jr. (1997)
 Robert H. Clewell (1996)

BOARD OF APPEALS (Alternates)

Stephen Kokkins (1998)
 Douglas Stuart (1996)
 Robert W. Conroy (1998)

COMPUTER STUDY COMMITTEE

Charles Laderoute (1996) Chairman
 Peter G. Clark (1996)
 Raymond A. Harrold (1996)
 Russell A. Larson (1996)
 David Manzi (1996)

BOIFORD CULTURAL COUNCIL

Kathryn M. Milnes (1996) Chairman
 Jane S. Langton (1996)
 Wendy M. Levy (1997)
 Joan M. Haley (1996)
 Jane K. Holt (1996)

BOIFORD CABLE TELEVISION

Leonard Rose (1997)
 Joseph A. Cameron (1996)
 Nathaniel S. Coolidge (1998)

CONSERVATION COMMISSION

Gerard D. Irmer (1997) Chairman
 Peter J. Delaney (1998)
 Peter P. Neidhardt (1996)
 Linda Laderoute (1997)
 Harry C. Reifel, Jr. (1997)
 Faith R. Spath (1996)
 Lana Spillman (1998)

CONSERVATION COMMISSION (Alternates)

Alexander Gillman
 Russell T. Hopping
 Christine Noyer
 Myron P. Dubina, Jr.

ELECTION OFFICERS - Precint I

Democrat

Alice A. Farnsworth, Inspector
 Jane K. Theodore, Deputy Inspector
 Irene Decoulos, Clerk
 Joan F. Tarleton, Deputy Clerk

Republican

Arthur Gingrande, Deputy Warden
 Evelyn F. Carlson, Inspector
 Eleanor G. Becker, Deputy Inspector
 Barbara Ross, Warden

ELECTION OFFICERS - Precinct II**Democrat**

Joyce Chub, Deputy Warden
 Patricia J. Gleason, Warden
 Jane E. Smallman, Deputy Inspector
 Joyce A. Scutiére, Inspector

FENCEVIEWERS**FINANCE COMMITTEE****TOWN FOREST COMMITTEE****HISTORIC DISTRICT COMMISSION****HISTORIC DISRICT COMMISSION****INSPECTORS:**

ANIMALS
 BUILDING
 HEALTH
 GAS/PLUMBING
 ELECTRICAL

**IPSWICH RIVER WATERSHED
DISTRICT COMMISSION****MASCONOMET REGIONAL SCHOLARSHIP
COMMITTEE****PERSONNEL BOARD****POLICE DEPARTMENT
CHIEF OF POLICE****Sergeants****Republican**

Victoria M. Hubbard, Deputy Insp.
 Marilyn H. May , Clerk
 Marion R. Musial, Inspector
 Susan Price, Deputy Clerk

Board of Selectmen

Julian "Duke " Brown (1997) Chairman
 Robert W. Conroy (1996)
 Robert J. Eisenberg (1997)
 Joseph Humphrey (1997)
 Charles D. Laderoute (1996)
 Donald J. Scutiére (1998)
 Robert A. Was (1996)

Paul R. French (1998)
 Harold E. Garside (1997)
 Robert W. Hazelwood (1998)
 Richard Tomczyk (1996)

Susan T. Peterson (1997) Chairman
 Cortland B. Bacall (1997)
 Rodney F. Burnett (1998)
 Sandra Cliffe (1996)
 Gwendolen E. Perkins (1996)

Nancy N. Merrill (1997)
 James R. Sterio (1996)

Allison A. Hayes (352-6336)
 Daniel McConaghy (352-2435)
 Allison Conboy (352-2413)
 William S. Crowell (352-2435)
 Ronald J. Hennessey (352-2435)

Jennie Bridge (1996)

Jacqueline R. Newland (1996)
 Carol L. Schwefler (1996)
 Gerald R. Johnston (1996)
 Carol B. Plate (1996)
 Peter K. Race (1996)

Mary Wendel (1997) Chairman
 H. Brown Baldwin (1996)
 Charles J. Caperonis (1997)
 Daniel Bauer (1996)
 Julie Phalen (1998)

Gordon A. Russell, Jr. (1997)

Paul M. Bates, Jr. (1997)
 Ronald Giovannacci (1997)

Full Time Patrolmen	William G. Decoff Robert D. Hazelwood (1997) John D. Iannazzo (1997) Bruce Allen Klinger Thomas J. Nentwig (1997) Peter G. Orlando Brian Williams (1997) James B. Riter Susan J. Longo
Reserve Police Officers	Robert E. Corliss Matther J. Bouras Paul E. Polonsky Harold W. Trombly John C. VanLoon Timothy P. French Louann M. Bonney
Special Police Officers	John C. Bain Harold Sederquest Leanne Cove Kara Fitzpatrick
RECREATION COMMITTEE	Robert H. Bisceglia (1998) Chairman Nancy N. Merrill (1998) John A. Rowen (1996) Laurette Hamel (1998) John Schickling (1996) Robert McGrath (1996)
RECYCLING COMMITTEE	Karen L. Sheridan (1998) Chairman Teri Allen (1998) Lorraine Ott (1996) Joanna Daniel (1998) Nancy C. Woolford (1997)
REGIONAL RECYCLING COMMITTEE	Teri Allen Karen L. Sheridan
REGISTRAR OF VOTERS	Patricia A. Shields, Clerk George A. Gould (1998) Anne C. Mannheim (1997) Karen L. Sheridan (1997)
ASSISTANT REGISTRARS	Mary E. Bolen (1996) Richard J. Meegan (1996) Alice J. MacKay (1996)
SCHOOL BUILDING COMMITTEE	Jan E. Gustafson (1996) Chairman Sharon Benson (1997) Charles Costello (1996) Ellen S. Guerin (1997) Richard F. O'Brien (1998) Robert W. Russo (1996) Kendall E. Bagge (1996) Thomas W. Grannemann (1999) Robert J. Eisenberg (1996)
VETERANS' GRAVES OFFICER	Kenneth H. Chadwick (1996)
VETERANS' AGENT	Richard E. LaHaye (1996)

SCHOOL SUPERINTENDENTS

BOXFORD/TOPSFIELD SCHOOL UNION

Dr. Joseph Connelly

MASCONOMET REGIONAL SCHOOL DISTRICT

Dr. Kathleen Lynch

NORTH SHORE REGIONAL VOCATIONAL SCHOOL DISTRICT

Philip J. Holden

AD HOC COMMITTEES

BOXFORD BAY CIRCUIT PROGRAM COMMITTEE

Alison Chase
Alexander Gillman
Beverly Ingalls
Nancy Merrill
Mel Prohl

BOXFORD HOUSING PARTNERSHIP COMMITTEE

Enid E. Thuermer, Chairman (1996)
Craig Falk (1996)
Louise B. Kress (1996)
Gerald R. Johnston (1996)
Carlyle W. Thomas (deceased)

LAND ACQUISITION COMMITTEE

Donald J. Scutiére (1996)
Charles Costello (1996)
Robert J. Eisenberg (1996)
Peter Delaney (1996)
Peter K. Race (1996)

LAND BANK COMMITTEE

Kendall E. Bagge
George H. Carey, Jr.
John I. Fitzgerald
Holly Langer
Neil S. Olansky
Enid E. Thuermer

MASTER PLAN COMMITTEE

Natalie Grigg
Robert C. Gore
Gerald R. Johnston
Timothy Mansfield
Jonathan D. Mooers
Neil S. Olansky

MUNICIPAL SPACE NEEDS COMMITTEE

Peter L. Morbeck, Chairman (1996)
Alan J. Benson (1996)
Peter J. Cheever (1996)
Charles E. Killam (1996)
John Volpacchio (1996)

MUNICIPAL LAND USE COMMITTEE

Kendall E. Bagge
Alan J. Benson
Robert Bisceglia
Peter J. Cheever
Craig Falk
Gerald R. Johnston
Charles E. Killam
Richard W. Taylor
Richard W. Ulman

INDEPENDENT SERVICES FOR THE TOWN OF BOXFORD

BTA/BOLT, INC.
Boxford Trails Association-
Boxford Open Land Trust, Inc.

Nancy Merrill, President
887-2194

H.A.W.C.
Help For Abused Women
and their Children

Deborah Gardner Walker
Development Coordinator
(508) 744-8552

Historic Document Center

Martha Clark, Archivist
352-2733

**Tri-Town Council on Youth
and Family Services, Inc.**

Edwin S. Vaeni, Executive Director
38 Maple Street
Middleton, MA (887-6512)



Published by Leroy E. Colby

Washington Street and Columbian Hall, West Boxford, Mass.

GENERAL GOVERNMENT

Board of Selectmen

Town Counsel Report

Personnel Board

Boxford Housing Partnership Committee

BOARD OF SELECTMEN

The Selectmen kept tabs on many important issues facing the Town in 1995. There were many actions on the planning front, including issues related to rapid growth, municipal space needs and open space.

The Selectmen endorsed a request from the Open Space Committee to apply for a Self-Help grant from the Division of Conservation Services of the Commonwealth to purchase the Chadwick property on Main Street. This application was granted, and the Town received \$162,000 in grant funds towards the purchase of this valuable property. A similar application was filed for the purchase of the Witch Hollow property, and the Town voted at a Special Town Meeting on August 8 and a Special Election on August 9 to approve the acquisition of this beautiful piece of property on Ipswich road. A total of \$264,000 was received from the Executive Office of Environmental Affairs to assist the Town in purchasing this property. The Selectmen wish to thank Judy Gore and other citizens who took the time to prepare the Self Help application. The Selectmen also wish to thank the Trust for Public Land which assisted the Town in purchasing the land from Mr. and Mrs. Stephen Rich. Special thanks go to Natasha Grigg for her assistance in putting the Town in contact with officials of the Trust.

"Boxford Planning Day" was held on April 29, and almost 200 residents were on hand to review the issues related to the growth and development in the Town. Jeanne Armstrong of Land Use, Incorporated was hired to conduct the seminar, which resulted in many relevant issues being raised.

The Selectmen authorized the Rapid Growth Committee to solicit a planner to review, edit and update the Master Plan document. Carol Thomas of Thomas Planning Services, Inc. was hired to oversee this process. The Selectmen authorized the members of the Municipal Space Needs Committee to seek professional assistance for the preparation of a feasibility study on the possible expansion of the Boxford Police Station and/or the construction of a new Town Hall in the geographical center of Town. Anderson and Nichols was engaged to perform this study. Two other ADHOC land related committees were appointed in 1995: A Master Plan Committee (in conjunction with the Planning Board) and the Land Bank Committee, which was created pursuant to a vote of Annual Town Meeting to request legislation for a Boxford Land Bank funded through a real estate transfer tax.

The Selectmen awarded the bid for the repairs and rehabilitation of the Stiles Pond Dam to Loenco, Inc. of Tynsborough, MA for \$71,230. The bridge on Fuller Lane at the Topsfield line was repaired jointly with the Town of Topsfield. The total cost of \$51,866 was divided with the Town of Topsfield.

The Selectmen approved roadwork as follows (listed in detail in the DPW Annual report): Roads crushed and regraded, 18,232 feet, (or 3.45 miles); Roads Microsurfaced, 18,719 feet (or 3.54 miles).

Selectman Kendall E. Bagge was re-elected to the Board of Selectmen for a three year term ending in May of 1998.

The Selectmen decided to seek proposals for the services of Town Counsel, and the firm of Kopelman and Paige of Boston was selected for this important task, and took office on July 1. The Board would like to thank Donald J. Scutiere for his many years of diligent service to the Town as Town Counsel.

The Town was awarded a \$75,000 federal grant through the COPSFAST program, and Officer Susan Longo was hired to fill the position of Patrolman under this grant.

On December 11, 1995, the Board of Selectmen recognized long time resident and town official Carlyle Thomas by proclaiming December as "Carlyle Thomas Month" on the occasion of his 84th birthday.

In conclusion, the Board of Selectmen would like to thank all of the volunteers who spend countless hours serving the Town on all of our committees, commissions and boards. There is no way to properly thank all of you for your dedication to your Town.

Richard W. Ulman, Chairman
Gerald R. Johnston
Kendall E. Bagge

BOARD OF SELECTMEN

TOWN COUNSEL

Annual Litigation Report

The following cases are currently pending:

1. Conservation Commission v. Georgetown Road Ltd. Partnership

The Conservation Commission issued an enforcement order for violations of the Wetlands Protection Act by the installation of a water line and the creation and filling of a large pit on the Georgetown Road property. A letter was sent to the property owners warning of Superior Court action if compliance is not forth coming.

2. E & F Builders, Inc. v. Zoning Board of Appeals
Land Court Misc. No. 219867

Appeal of special permit denial for common driveway. Filed notice of appearance for Zoning Board of Appeals on August 4, 1995. No activity since.

3. Nicmar Industries, Inc. v. Chris J. Decoulos Associates and Town
Lawrence Superior Court, C.A. No. 94-197ID

Action by subcontractor to seize and apply subdivision funds to developer's outstanding debt. Case was reported settled to court on October 12, 1995, but plaintiff and co-defendant have been unable to reduce agreement to writing. We have appeared on behalf of Town and are seeking to get subdivision completed without the seizure of subdivision funds.

PERSONNEL BOARD

The Personnel Board consists of five members appointed by the Board of Selectmen. Our major responsibility is to administer the personnel bylaw and to set the annual pay matrix for non-union town employees.

A major project this year was to revise and update the job descriptions of town employees. In addition, we are improving the employee handbooks.

We will ask the town to approve a 1.7% increase in the pay matrix this year. As usual, employees with satisfactory evaluations will also receive a 2.8% step increase.

We are pleased to welcome a new member this year, Daniel Bauer of Spofford Road.

Mary Wendel, Chairman
Julie Phalen, Vice Chairman
H. Brown Baldwin
Charles Caperonis
Daniel Bauer

BOXFORD HOUSING PARTNERSHIP COMMITTEE

During this year, the fifteen units of affordable housing at Andrews Farm were turned over to the Town and are managed by the Partnership. These fifteen houses are part of fifty-four units developed under the Local Initiative Program of the Executive Office of Communities and Development. The developer's closing financial statement was sent to EOCD and showed that profit on the project was well within LIP regulations.

The first sale of an affordable house in August 1991 became the first resale in October 1995.

The BHP transferred its share of Federal HOME funds to the North Shore Consortium with the recommendation that \$14,508 be allocated to the non-profit organization "Help for Abused Women and their Children". HAWC plans to use the monies to expand its newly-formed rental assistance program that supports the safety of battered women and their children.

Members of the BHP met with the Town's Master Plan Committee and professional consultants for input on current and future housing in Boxford.

Enid Thuermer, Chairman
Craig Falk
Gerald Johnston
Louise Kress
Carlyle Thomas

TOWN CLERK

Report of 1995 Special Town Meeting

Report or 1995 Annual Town Meeting

Report of 1995 Elections

Vital Statistics

Licenses and Permits

SPECIAL TOWN MEETING**MAY 9, 1995**

Voters of the Town of Boxford met at the Masconomet Regional High School on Tuesday, May 9, 1995. Moderator DeWitt T. Minich called the Special Town Meeting to order at 7:17 p.m. The articles of the warrant were disposed of as follows:

ARTICLE 1. To see if the Town will vote to raise and appropriate or transfer from available funds, a sum of money to fund the ground water testing and related engineering costs, for well sites at the Cole and Spofford Pond Elementary Schools; said funds to be spent under the direction of the School Building Committee; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to pass over Article 1.

ARTICLE 2. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to survey and prepare site plans for a portion of the Town owned land off Spofford Road and/or to engage a design firm, and equipment and personnel necessary to conduct certain testing necessary to assist in the evaluation of feasibility of an expansion to the Police Station and the construction of a new Town Hall on town owned property off Spofford Road, said funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to transfer from free cash the sum of \$6,000 to fund a survey and to fund the preparation of site plans for a portion of the Town owned land off Spofford Road and/or to engage a design firm, and equipment and personnel necessary to conduct certain testing necessary to assist in the evaluation of feasibility of an expansion to the Police Station and the construction of a new Town Hall on town owned property off Spofford Road, said funds to be expended under the direction of the Board of Selectmen.

Finance Committee recommended adoption of this article.

ARTICLE 3. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of \$30,165 to pay the balance due by the Town to the North Shore Regional Vocational High School, pursuant to their FY 1995 Assessment to the Town, certified by them; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to transfer from free cash the sum of \$30,165 to pay the balance due by the Town to the North Shore Regional Vocational High School, pursuant to their FY 1995 Assessment to the Town, certified by them.

Finance Committee recommended adoption of this article.

Special Town Meeting - May 9, 1995

ARTICLE 4. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund the scarifying and/or paving of roads in the Town; said funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to transfer from free cash the sum of \$75,000 to fund the scarifying and/or paving of roads in the Town; said funds to be expended under the direction of the Board of Selectmen.

Finance Committee recommended adoption of this article.

ARTICLE 5. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund the construction of drainage works projects; said funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to transfer from free cash the sum of \$25,000 to fund the construction of drainage works projects; said funds to be expended under the direction of the Board of Selectmen.

Finance Committee recommended adoption of this article.

ARTICLE 6. To see if the Town will vote to appropriate the sum of \$304,529 for highway maintenance and construction in anticipation of state aid allotment, said monies predicated on state reimbursement of the following: Chapter 85, Section 2A, Acts of 1994, \$304,529 (MA#35457 Second Apportionment); or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to appropriate the sum of \$304,529 for highway maintenance and construction in anticipation of state aid allotment, said monies predicated on state reimbursement of the following: Chapter 85, Section 2A, Acts of 1994, \$304,529 (MA#35457 Second Apportionment).

Finance Committee recommended adoption of this article.

ARTICLE 7. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund the final cost for the repair of the Stiles Pond Dam, said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to transfer from free cash the sum of \$28,000 to fund the final cost for the repair of the Stiles Pond Dam, said funds to be spent under the direction of the Board of Selectmen.

Finance Committee recommended adoption of this article.

Special Town Meeting - May 9, 1995

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to adjourn the Special Town Meeting at 7:33 p.m.

Registered voters attending the meeting were 130. Counters and checkers for the meeting were appointed by Town Clerk Patricia Shields.

A true record.

ATTEST:

Patricia Shields
Patricia Shields
Town Clerk

TRANSFERS:

Article 2	\$ 6,000
(from free cash to Board of Selectmen)	
Article 3	30,165
(from free cash to North Shore	
Regional Vocational High School)	
Article 4	75,000
(from free cash to scarify/pave roads)	
Article 5	25,000
(from free cash to drainage projects)	
Article 7	28,000
(from free cash to Stiles Pond Dam)	
TOTAL TO BE TRANSFERRED	\$164,165

APPROPRIATIONS:

Article 6	\$304,529
(for highway maintenance and construction	
predicated upon State reimbursement,	
Chapter 85)	
TOTAL TO BE APPROPRIATED	\$304,529

ANNUAL TOWN MEETING

MAY 9, 1995

Voters of the Town of Boxford met at the Masconomet Regional High School Auditorium on Tuesday, May 9, 1995. Moderator DeWitt T. Minich called the Annual Town Meeting to order at 7:33 p.m. Retiring Town Counsel, Donald Scutiere, was recognized for his many years of distinguished service to the Town. The articles of the warrant were disposed of as follows:

ARTICLE 1. To accept and place on file the reports of the Town Officers and Committees without ratification of any action taken or authorization of any action proposed.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to receive and place on file the reports of the Town Officers and Committees without ratification of any action taken or authorization of any action proposed.

ARTICLE 2. To see if the Town will vote to set the annual curbside solid waste collection fee at \$1.00 per 32 gallon bag or container (each use), said fee to fund the town wide curbside collection service and related expenses for Fiscal Year 1996; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to set the annual curbside solid waste collection fee at \$1.20 per 32 gallon bag or container (each use), said fee to fund the town wide curbside collection service and related expenses for Fiscal Year 1996.

An amendment to set the annual curbside solid waste collection fee at \$1.00 per 32 gallon bag or container was defeated by hand count vote, 165 in favor, 232 opposed.

Finance Committee recommended adoption of this article.

ARTICLE 3. To see if the Town will vote the following sums to fund the Roadside Collection Solid Waste and Recycling Enterprise Fund for Fiscal Year 1996, to be expended under the direction of the Board of Health:

Expenses, Contract:	\$ 134,375.00
Expenses, sticker printing:	4,200.00
Expenses, education/mailling:	<u>1,000.00</u>
Total:	\$ 139,575.00

and that \$139,575 be raised as follows:
\$120,950 from enterprise fund receipts; and (\$18,625) be raised and appropriated or transferred from other available funds; or take any other action thereon.

Annual Town Meeting - May 9, 1995

Upon motion made and duly seconded, it was VOTED, by majority voice vote, the following sums to fund the Roadside Collection Solid Waste and Recycling Enterprise Fund for Fiscal Year 1996, to be expended under the direction of the Board of Health:

Expenses, Contract:	\$ 134,375.00
Expenses, sticker	4,200.00
Expenses, education	<u>1,000.00</u>
Total:	\$ 139,575.00

and that \$139,575 be raised from enterprise fund receipts.
Finance Committee recommended adoption of this article.

ARTICLE 4. To see if the Town will authorize the establishment of a Recycling Revolving Account as authorized by Chapter 44, Section 53E 1/2 of the Massachusetts General Laws, said account to be under the direction of the Board of Health and used for the deposit of receipts and fees collected on recyclable materials; said recyclable materials to be determined by a joint vote of the Board of Health and Recycling Committee and to be in compliance with all state health regulations; and, further, to allow the Board of Health, or the Recycling Committee with the approval of the Board of Health, to expend funds not to exceed \$60,000 for Fiscal Year 1996 from said account for the operation and maintenance of the Town Recycling Center; said authorization to be contingent upon the creation of specific recycling fees by the Board of Health for construction and demolition materials, tires and other materials banned from disposal in the landfill; and contingent upon an annual report from the Board of Health to the Town on the total receipts and expenditures of the Account each fiscal year; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to authorize the establishment of a Recycling Revolving Account as authorized by Chapter 44, Section 53E 1/2 of the Massachusetts General Laws, said account to be under the direction of the Board of Health and used for the deposit of receipts and fees collected on recyclable materials; said recyclable materials to be determined by a joint vote of the Board of Health and Recycling Committee and to be in compliance with all state health regulations; and, further, to allow the Board of Health, or the Recycling Committee with the approval of the Board of Health, to expend funds not to exceed \$15,000 for Fiscal Year 1996 from said account for the operation and maintenance of the Town Recycling Center; said authorization to be contingent upon the creation of specific recycling fees by the Board of Health for construction and demolition materials, tires and other materials banned from disposal in the landfill; and contingent upon an annual report from the Board of Health to the Town on the total receipts and expenditures of the Account each fiscal year.

Finance Committee recommended adoption of this article.

Annual Town Meeting - May 9, 1995

ARTICLE 5. To see if the Town will vote to amend various portions of Article 5 of its bylaws, known as the Personnel Bylaw, by amending Section 9, "Position Classes: Salary, Wages and Pay Matrix" and replacing it with the Classification and Pay Matrix as submitted by the Personnel Board as printed in this warrant; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to amend various portions of Article 5 of the Town bylaws, known as the Personnel Bylaw, by amending Section 9, "Position Classes: Salary, Wages and Pay Matrix" and replacing it with the Classification and Pay Matrix as submitted by the Personnel Board as printed in this warrant.

Finance Committee recommended adoption of this article.

ARTICLE 6. To see if the Town will vote to amend portions of Article 5 of its bylaws, known as the Personnel Bylaw, by amending Section 6, subsection 5-6-10, "Personal Leave" by adding the following: "Regular, full-time employees not defined as management or department heads shall be eligible for two days of personal leave during each fiscal year. Such leave during each fiscal year shall not be taken in less than 4-hour increments, and may not be accrued;" or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to amend portions of Article 5 of the Town bylaws, known as the Personnel Bylaw, by amending Section 6, subsection 5-6-10, "Personal Leave" by adding the following: "Regular, full-time employees not defined as management or department heads shall be eligible for two days of personal leave during each fiscal year. Such leave during each fiscal year shall not be taken in less than 4-hour increments, and may not be accrued."

Finance Committee recommended adoption of this article.

ARTICLE 7. To see if the Town will vote to appropriate \$9,377.74 of Wetlands Fees Collected during FY 1994 and FY 1995 and deposited in the Wetlands Protection Fund; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to appropriate \$9,377.74 of Wetlands Fees Collected during FY 1994 and FY 1995 and deposited in the Wetlands Protection Fund.

Finance Committee recommended adoption of this article.

ARTICLE 8. To see if the Town will vote to upgrade the position of Fire Chief to permanent, full-time, regular employee (40 hours per week); or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to amend the article to read "to upgrade the position of Fire Chief to regular, full-time employee (40 hours per week)."

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to upgrade the position of Fire Chief to regular, full-time employee (40 hours per week).

Finance Committee recommended adoption of this article.

Annual Town Meeting - May 9, 1995

Following the vote on Article 12, Article 8 was reconsidered as follows:

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to rescind and reconsider the vote on Article 8.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to upgrade the position of Fire Chief to regular, full-time employee.

ARTICLE 9. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of \$22,500 to additionally fund the first year of a full-time Fire Chief, said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to raise and appropriate the sum of \$22,500 to additionally fund the first year of a full-time Fire Chief, said funds to be spent under the direction of the Board of Selectmen.

Finance Committee recommended adoption of this article.

ARTICLE 10. To see if the Town will authorize the establishment of a Printing Revolving Account as authorized by Chapter 44, Section 53E 1/2 of the Massachusetts General Laws, said account to be under the direction of the Board of Selectmen and used for the deposit of receipts and fees collected on the sale of printed official documents as required by law by several of the elected and appointed committees, commissions, and boards; to expend funds not to exceed \$ 5,000 for Fiscal Year 1996 from said account for the costs to the Town for printing; and contingent upon an annual report from the Board of Selectmen to the Town on the total receipts and expenditures of the Account each fiscal year; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to authorize the establishment of a Printing Revolving Account as authorized by Chapter 44, Section 53E 1/2 of the Massachusetts General Laws, said account to be under the direction of the Board of Selectmen and used for the deposit of receipts and fees collected on the sale of printed official documents as required by law by several of the elected and appointed committees, commissions, and boards; to expend funds not to exceed \$ 5,000 for Fiscal Year 1996 from said account for the costs to the Town for printing; and contingent upon an annual report from the Board of Selectmen to the Town on the total receipts and expenditures of the Account each fiscal year.

Finance Committee recommended adoption of this article.

ARTICLE 11. To see if the Town will vote to authorize the establishment of a Library Photocopy machine revolving account as authorized by Chapter 44, Section 53E 1/2 of the Massachusetts General Laws, said account to be under the direction of the Board of Library Trustees and used for the deposit of receipts collected

Annual Town Meeting - May 9, 1995

through public use of the photocopy machines at both the Boxford Village and West Boxford libraries; and, further, to allow the Board of Library Trustees to expend fees not to exceed \$5,000 for fiscal year 1996 from said account for ongoing supplies and maintenance of the copy machines, and purchase of other library supplies and contingent upon an annual report from the Board of Library Trustees to the Town on the total receipts and expenditures of the account each fiscal year; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to authorize the establishment of a Library Photocopy machine revolving account as authorized by Chapter 44, Section 53E 1/2 of the Massachusetts General Laws, said account to be under the direction of the Board of Library Trustees and used for the deposit of receipts collected through public use of the photocopy machines at both the Boxford Village and West Boxford libraries; and, further, to allow the Board of Library Trustees to expend fees not to exceed \$5,000 for fiscal year 1996 from said account for ongoing supplies and maintenance of the copy machines, and purchase of other library supplies and contingent upon an annual report from the Board of Library Trustees to the Town on the total receipts and expenditures of the account each fiscal year.

Finance Committee recommended adoption of this article.

ARTICLE 12. To act on the proposed budget and see what sums of money the Town will vote to raise and appropriate, or transfer from available funds, for the use of several departments for fiscal year 1996, to wit: General Government, Finance, Public Safety, Education, Town Maintenance and all other necessary proper expenses during said fiscal year; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to increase the "Town Clerk - All Other" account from \$15,830 to \$20,137.

Upon motion made and duly seconded, an amendment to "zero out" the Council on Aging was defeated by majority voice vote.

Upon motion made and duly seconded, an amendment to the Board of Health budget was defeated by majority voice vote.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of \$457,503 for General Government.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of \$254,314 for Finance.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of \$1,066,984 for Public Safety.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to increase the "Library - All Other" account from \$51,241 to \$53,095.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of \$6,538,730 for Education.

Annual Town Meeting - May 9, 1995

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of \$440,435 for Town Maintenance.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of \$56,416 for Inspectors.

Upon motion made and duly seconded, it was VOTED, by majority voice vote to raise and appropriate the sum of \$532,359 for Insurance and Pensions.

Total Budget to be Raised and Appropriated = \$9,346,741.

Finance Committee recommended adoption of this article.

NOTE: At this time, we anticipate that Articles 13, 15, and 16 will be offered as "contingent appropriations." This means that although the appropriation for a specific article could be approved at the Annual Town Meeting, that appropriation would be fully contingent upon successful passage of a Proposition 2 1/2 override ballot question. Should the override question fail, the appropriation would be rendered null and void.

ARTICLE 13. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund the purchase of a new Pumper to replace Engine #5 for the Fire Department, said funds to be spend under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of \$190,000 to fund the purchase of a new Pumper to replace Engine #1 for the Fire Department, said funds to be spent under the direction of the Board of Selectmen; said appropriation to be fully contingent upon the successful passage of a Proposition 2 1/2 override ballot question.

Finance Committee recommended adoption of this article.

ARTICLE 14. To see if the Town will vote to raise and appropriate or transfer from available funds, the sum of \$2400 to fund the retrofitting of Engine #5 to become a large diameter hose vehicle replacing Engine #1; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to raise and appropriate the sum of \$2400 to fund the retrofitting of Engine #5 to become a large diameter hose vehicle replacing Engine #1.

Finance Committee recommended adoption of this article.

ARTICLE 15. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund the purchase of a new grass mowing machine for the Department of Public Works, and to authorize the Board of Selectmen to trade or dispose of any existing mowers in any manner which they deem advisable,

Annual Town Meeting - May 9, 1995

said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded Article 15 was defeated by majority voice vote.

Finance Committee recommended against this article.

ARTICLE 16. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of \$60,000 for costs estimated for repairs associated with the previous use of Johnson Field and its surrounding area as a sanitary landfill, said funds to be spent under the direction of the Board of Health; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to amend the article to read "\$25,000 for costs estimated."

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of \$25,000 for costs estimated for the plans and initial construction for repairs associated with the previous use of Johnson Field and its surrounding area as a sanitary landfill, said funds to be spent under the direction of the Board of Health, said appropriation to be fully contingent upon the successful passage of a Proposition 2 1/2 override ballot question.

ARTICLE 17. To see if the Town will vote to raise and appropriate, or transfer from available funds, or borrow through notes or bond, a sum of money to authorize the Board of Selectmen to purchase or take by eminent domain a parcel of land for school and/or playground purposes, owned by John A. Christopher, Trustee of the Carr Way Realty Trust, as shown on a plan of land entitled, "Definitive Subdivision Plan of Land in Boxford, MA, prepared for Motnerak Limited Partnership, showing Carr Way and Lot 1, October 12, 1988," containing 3.07 acres, more or less, said plan recorded in Essex South Registry of Deeds in Plan Book 294, Plan 67; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by hand count vote, 417 in favor and 15 opposed, to borrow the sum of \$160,000 to authorize the Board of Selectmen to purchase or take by eminent domain a parcel of land for school and/or playground purposes, owned by John A. Christopher, Trustee of the Carr Way Realty Trust, as shown on a plan of land entitled, "Definitive Subdivision Plan of Land in Boxford, MA, prepared for Motnerak Limited Partnership, showing Carr Way and Lot 1, October 12, 1988," containing 3.07 acres, more or less, said plan recorded in Essex South Registry of Deeds in Plan Book 294, Plan 67.

Finance Committee recommended adoption of this article.

A 2/3 vote was required.

Annual Town Meeting - May 9, 1995

 NOTE: At this time, we anticipate that Article 18 will be offered as a "contingent appropriation." This means that although the appropriation for the article could be approved at the Annual Town Meeting, that appropriation would be fully contingent upon successful passage of a Proposition 2 1/2 override ballot question. Should the override question fail, the appropriation would be rendered null and void.

ARTICLE 18. To see if the Town will vote to borrow a sum of money to fund the architectural, designer and engineering services and to fund related permits and expenses necessary to obtain the required approvals for the expansion and renovations of the Cole and Spofford Pond Elementary Schools; said funds to be expended under the direction of the School Building Committee; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by hand count vote, 334 in favor and 37 opposed, to borrow a sum of money to fund the architectural, designer and engineering services and to fund related permits and expenses necessary to obtain the required approvals for the expansion and renovations of the Cole and Spofford Pond Elementary Schools; said funds to be expended under the direction of the School Building Committee, said appropriation to be fully contingent upon the successful passage of a Proposition 2 1/2 override ballot question.

Finance Committee recommended adoption of this article.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to rescind and reconsider the vote on Article 18.

Upon motion made and duly seconded, it was VOTED, by hand count vote, 333 in favor and 33 opposed, to borrow a sum of money equal to \$330,000 to fund the architectural, designer and engineering services and to fund related permits and expenses necessary to obtain the required approvals for the expansion and renovations of the Cole and Spofford Pond Elementary Schools; said funds to be expended under the direction of the School Building Committee, said appropriation to be fully contingent upon the successful passage of a Proposition 2 1/2 override ballot question.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to adjourn the meeting at 11:01 p.m. to a time certain, Wednesday, May 10, at 7:30 p.m. in the Masconomet Regional High School auditorium.

Registered voters attending the meeting were 509.

ADJOURNED ANNUAL TOWN MEETING**May 10, 1995**

Moderator DeWitt T. Minich called the second session of the Boxford Annual Town Meeting to order at 7:31 p.m. The articles of the warrant were disposed of as follows:

ARTICLE 19. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to purchase and equip two new police cruisers, with new radios, and to authorize the Board of Selectmen to trade or dispose of any existing vehicles in any manner which they deem advisable, said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to raise and appropriate the sum of \$48,398 to purchase and equip two new police cruisers, with new radios, and to authorize the Board of Selectmen to trade or dispose of any existing vehicles in any manner which they deem advisable, said funds to be spent under the direction of the Board of Selectmen.

Finance Committee recommended adoption of this article.

ARTICLE 20. To see if the Town will vote to raise and appropriate, or transfer from available funds or borrow, the sum of \$100,000 for the purpose of remediating failing residential subsurface sewage disposal systems and underground fuel storage tanks, pursuant to Massachusetts General Laws Chapter 111, Section 127B 1/2; the sum to be borrowed and repaid by recipients through the betterment procedure pursuant to Chapter 111, Section 127B 1/2 and Massachusetts General Laws Chapter 80; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to pass over Article 20.

Finance Committee did not recommend adoption of this article.

ARTICLE 21. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of \$21,000 for protective action on Boxford ponds, including watershed zoning overlay districts for Hovey's, Stiles and Baldpate Ponds, said funds to be spent under the direction of the Board of Health; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to transfer from free cash the sum of \$21,000 for protective action on Boxford ponds, including watershed zoning overlay districts for Hovey's, Stiles and Baldpate Ponds, said funds to be spent under the direction of the Board of Health.

Finance Committee did not recommend adoption of this article.

Adjourned Annual Town Meeting - May 10, 1995

ARTICLE 22. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund the construction of a new recycling transfer shed, said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to transfer from free cash the sum of \$15,000 to fund the construction of a new recycling transfer shed, said funds to be spent under the direction of the Board of Selectmen

Finance Committee recommended adoption of this article.

ARTICLE 23. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund the purchase of a new photocopy machine for the Town Hall, and to authorize the Board of Selectmen to trade or dispose of the existing Town Hall copy machine in any manner they deem advisable, said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to transfer from free cash the sum of \$15,000 to fund the purchase of a new photocopy machine for the Town Hall, and to authorize the Board of Selectmen to trade or dispose of the existing Town Hall copy machine in any manner they deem advisable, said funds to be spent under the direction of the Board of Selectmen.

Finance Committee recommended adoption of this article.

ARTICLE 24. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of \$150,000 to the Finance Committee Reserve Fund, said funds to be spent under the direction of the Finance Committee; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority show of hands, to amend the article from \$150,000 to \$100,000.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to transfer from free cash the sum of \$100,000 to the Finance Committee Reserve Fund, said funds to be spent under the direction of the Finance Committee.

Finance Committee recommended adoption of this article.

ARTICLE 25. To see if the Town will vote to authorize the Selectmen to sell a parcel of Town-owned land off Main Street, at the intersection of Glendale Road, consisting of 1.5 acres, identified as Assessors Map 13, Group 3, Parcel 25; with the condition that said parcel is sold with a Conservation Restriction pursuant to MGL Chapter 184, Section 31, and cannot be built upon; provided the proposed purchaser provides to the Town a plan which is recordable in the Essex South Registry of Deeds; or take any other action thereon.

Upon motion made and duly seconded, Article 25 was defeated by hand count vote, 31 in favor and 168 opposed.

Finance Committee recommended adoption of this article.

(The night of Town Meeting, the Finance Committee recommended against adoption of this article.)

Adjourned Annual Town Meeting - May 10, 1995

ARTICLE 26. To see if the Town will vote to authorize the Board of Selectmen to grant an easement to the New England Telephone and Telegraph Company and Massachusetts Electric Company for the purpose of providing for the transmission of intelligence and electricity, such easement locations being more particularly described below, in, on and over a certain parcel of land being Town owned land as shown on a sketch on file with the Town Clerk and entitled: "Sketch of Proposed Pole Line Easement in Boxford, Mass. from Town of Boxford to New England Telephone and Telegraph Company, Robert G. Goodwin, Registered Land Surveyor, 82 Central Street, Andover, Mass., Scale 1"=40', Date: Jan. 30, 1995;" or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to authorize the Board of Selectmen to grant an easement to the New England Telephone and Telegraph Company and Massachusetts Electric Company for the purpose of providing for the transmission of intelligence and electricity, such easement locations being more particularly described below, in, on and over a certain parcel of land being Town owned land as shown on a sketch on file with the Town Clerk and entitled: "Sketch of Proposed Pole Line Easement in Boxford, Mass. from Town of Boxford to New England Telephone and Telegraph Company, Robert G. Goodwin, Registered Land Surveyor, 82 Central Street, Andover, Mass., Scale 1"=40', Date: Jan. 30, 1995."

Finance Committee recommended adoption of this article.

ARTICLE 27. To see if the Town will vote to petition the General Court to pass legislation to establish a "Boxford Land Bank," the purpose of which is to acquire real estate interests for conservation or preservation of open spaces, wetlands, water resource areas, wild life areas, and for the purpose of providing town administered affordable housing, funded by a temporary fee of up to 2% on real estate transfers; said fee to be collected for a period of twenty years, or until 75% of the town's remaining buildable land has been developed, whichever is sooner; said Land Bank to be administered by the "Boxford Land Bank Commission," consisting of representatives appointed by the Board of Selectmen; or take any other action thereon.

A motion made and duly seconded to pass over this article was defeated by a hand count vote, 92 in favor and 102 opposed.

Upon motion made and duly seconded, it was VOTED, by hand count vote, 123 in favor and 85 opposed, to petition the General Court to pass legislation to establish a "Boxford Land Bank," the purpose of which is to acquire real estate interests for conservation or preservation of open spaces, wetlands, water resource areas, wild life areas, and for the purpose of providing town administered affordable housing, funded by a temporary fee of up to 2% on real estate transfers; said fee to be collected for a period of twenty years, or until 75% of the town's remaining buildable land has been developed, whichever is sooner; said Land Bank to be administered by the "Boxford Land Bank Commission," consisting of representatives appointed by the Board of Selectmen

Finance Committee did not recommend adoption of this article.

Adjourned Annual Town Meeting - May 10, 1995

ARTICLE 28. To see if the Town will vote to amend Article 1, Section 1-1-1 so that it shall read as follows: "The date of the Annual Town Meeting shall be the second Tuesday in May, and the date of the Annual Town Election shall be the following Tuesday. A Special Town Meeting shall be held at the discretion of the Board of Selectmen on the 4th Tuesday in October on an annual basis."; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to amend Article 1, Section 1-1-1 so that it shall read as follows: "The date of the Annual Town Meeting shall be the second Tuesday in May, and the date of the Annual Town Election shall be the following Tuesday. A Special Town Meeting shall be held at the discretion of the Board of Selectmen on the 4th Tuesday in October on an annual basis."

Finance Committee recommended adoption of this article.

ARTICLE 29. To see if the Town will vote to accept an increase from \$20,000 to \$40,000 in the qualifying gross receipts from all sources of income in the previous year, pursuant to MGL Chapter 59, Section 5, Clause 41A, which allows an elderly taxpayer to postpone payment of all or a portion of his or her real estate taxes each year at 8 percent simple interest per annum, provided the aggregate of deferred taxes and interest does not exceed 50 percent of the taxpayer's proportional share of the fair cash value of the property; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to accept an increase from \$20,000 to \$40,000 in the qualifying gross receipts from all sources of income in the previous year, pursuant to MGL Chapter 59, Section 5, Clause 41A, which allows an elderly taxpayer to postpone payment of all or a portion of his or her real estate taxes each year at 8 percent simple interest per annum, provided the aggregate of deferred taxes and interest does not exceed 50 percent of the taxpayer's proportional share of the fair cash value of the property.

Finance Committee recommended adoption of this article.

ARTICLE 30. To see if the Town will vote to add the following new **ARTICLE FOURTEEN** to the General Bylaws as follows:

DRIVEWAY/CURB CUT PERMIT

Section 1. Definitions

- 14-1-1 Driveway:** A private road, logging road, temporary access for construction, logging or testing, and any other privately owned access to and egress from a way.
- 14-1-2 Public Way:** A road laid out by a public agency, or dedicated to public use or laid out for public use or maintained as a public way.
- 14-1-3 Way:** Any public or private road laid out under the authority of statute, dedicated to the public use, or any place to which the public has a right of access as an invitee or licensee to operate a motor vehicle.

Adjourned Annual Town Meeting - May 10, 1995

Section 2. Purposes

- 14-2-1 To provide a uniform practice in the design and construction of entrances and exits;
- 14-2-2 To provide the necessary drainage;
- 14-2-3 To provide a safe access and egress.

Section 3. Permits

- 14-3-1 Any property owner desiring to gain access to a way, or desiring to alter, change or close an existing driveway, shall do so only in accordance with the provisions of a permit issued by the Superintendent of Public Works. The Driveway/Curb Cut Permit shall precede the issuance of any building, well, septic permit or common driveway special permit.
- 14-3-2 Application
 - 1. Before beginning construction, the property owner or his duly authorized agent shall make written application on forms available at the DPW Garage, Town Hall and the Building Inspector's office, to the Superintendent of Public Works.
 - (a) The application shall contain a description of the proposed construction as far as it encroaches upon or affects the public road or public way and its shoulders, banks, ditches, drainage and other features. A fee of \$10.00 shall be paid to the Town of Boxford upon submission of the application.
 - (b) An engineer's plan, or clear sketch, drawn to scale with sufficient clarity and detail to show the nature and character of the work to be performed and showing the following:
 - 1. Any driveway that is to be created, altered or closed.
 - 2. The location of the driveway in relation to the lots' front and side property lines.
 - 3. Details on drainage and topography.
 - 4. The location of existing driveways and intersections located within 200' of the proposed driveway.
 - 5. The location and description of trees over 3 inches in diameter and location and nature of any wall at the proposed driveway site.
- 14-3-3 Processing
 - 1. The Superintendent of Public Works shall take action on driveway/curb cut applications within 10 working days of receipt of the application.

Adjourned Annual Town Meeting - May 10, 1995

Section 4. Design Requirements

- 14-4-1** Entrances on state highways shall conform to the Massachusetts Department of Public Works standards and regulations.
- 14-4-2** Unless the topography of the land prohibits, driveways shall not be sited within 40 feet of an intersection, or directly opposite an existing driveway, due to potential safety hazards.
- 14-4-3** If construction of the driveway requires the removal of trees or the breaking of a stone wall on or adjacent to the road dedication, this must be noted on the plan and the applicant must receive the consent of the Planning Board under the Commonwealth of Massachusetts Scenic Roads Act prior to the issuance of a driveway/curb cut permit.
- 14-4-4** Driveways shall be located to the best advantage with regard to alignments with the way, profile, sight distance conditions and the like. In no instance shall the driveway intersect the way at less than a sixty (60) degree angle.
- 14-4-5** Driveways shall be so constructed so that water from the driveway shall not drain onto the road.
- 1.** The driveway shall be constructed with a 3/8" per foot downward gradient from the edge of the road surface for a minimum distance of five (5) feet.
- 14-4-6** Culverts taking the place of roadside ditches, shall have a diameter of not less than twelve (12) inches. A larger diameter may be required. All culverts installed under any driveway shall become the property owner's responsibility for cleaning, maintenance and replacement; or take any other action thereon.

Upon motion made and duly seconded an amendment to the Article to delete Section 14-4-3 was defeated by hand count vote, 75 in favor and 93 opposed.

Upon motion made and duly seconded, the Article was defeated by hand count vote, 76 in favor and 105 opposed.

ARTICLE 31. To see if the Town will vote to accept the following as a public way: CARRIAGE HOUSE LANE from station 00+00 to 10+72.02 as shown on the plan entitled "As-Built Subdivision Plan of Carriage House Lane, Baldpate Pond Subdivision, Phase I, Boxford, MA, Owner - Baldpate Pond Limited Partnership, dated February 8, 1995; Engineer - Thomas E. Neve Associates, Inc." and recorded in the Land Court Registration Office as Plan No. 29220E; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to pass over Article 31.

ARTICLE 32. To see if the Town will vote to accept the following as a public way: STANTON CIRCLE from station 0+00 to 9+79 as shown on a plan entitled "As-Built Subdivision Plan of Castlemere Estates, Stanton Circle, Boxford, MA, Owner - Castlemere Real

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Estate Trust; Engineer - Thomas E. Neve Associates, Inc., dated October 24, 1994, revised February 21, 1995". Subdivision plans recorded in the Essex South District Registry of Deeds, Plan Book 214, Plan 17; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to accept as a public way STANTON CIRCLE from station 0+00 to 9+79 as shown on a plan entitled "As-Built Subdivision Plan of Castlemere Estates, Stanton Circle, Boxford, MA, Owner - Castlemere Real Estate Trust; Engineer - Thomas E. Neve Associates, Inc., dated October 24, 1994, revised February 21, 1995". Subdivision plans recorded in the Essex South District Registry of Deeds, Plan Book 214, Plan 17.

ARTICLE 33. To see if the Town will vote to accept the following as a public way: BENNETT ROAD from station 0+00 to 15+00 as shown on a plan entitled "As-Built Subdivision Plan of Farrwood Estates, Bennett Road, Boxford, MA, Owner - Arbella Crossing Realty Trust of 1993, dated February 21, 1995; Engineer - Thomas E. Neve Associates, Inc." and recorded in the Essex South District Registry of Deeds, Plan 52 in Plan Book 288 and recorded in the Land Court Registration Office as Plan #34498F; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to pass over Article 33.

ARTICLE 34. To see if the Town will vote to accept the following as a public way: DOLE HILL LANE from station 0+00 to 18+97.69 as shown on a plan entitled, "As-Built Plan of Dole Hill Acres, Dole Hill Lane, Boxford, MA, dated February 21, 1995, prepared for L.B.M. Realty Trust; Engineer - Thomas E. Neve Associates, Inc." and recorded in the Essex South District Registry of Deeds, Plan Book 262, Plan 69; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to pass over Article 34.

ARTICLE 35. To see if the Town will vote to accept the following as a public way: HUNTER'S ROAD from station 0+00 to 15+97.30 as shown on plan entitled "As-Built Plan & Profile, Hunter's Road, Boxford, MA, dated September 15, 1994; Engineer Hayes Engineering, Inc. 603 Salem Street, Wakefield, MA and recorded in the Essex South District Registry of Deeds, Plan Book 256, Plan 38; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to pass over Article 35.

ARTICLE 36. To see if the Town will vote to accept the following as public ways: CAHOON ROAD in its entirety and DANA ROAD from station 7+56.71 to 25+54.71 as shown on a plan entitled "As-Built Street Acceptance Plan of Cahoon Road & Dana Road of the Christmas Tree Farms Subdivision in Boxford, MA, prepared for Danforth/Carey & Co., Inc., dated December 14, 1993, Hancock Survey Associates,

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Inc.", to be recorded at the Essex South Registry of Deeds; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to accept as public ways: CAHOON ROAD in its entirety and DANA ROAD from station 7+56.71 to 25+54.71 as shown on a plan entitled "As-Built Street Acceptance Plan of Cahoon Road & Dana Road of the Christmas Tree Farms Subdivision in Boxford, MA, prepared for Danforth/Carey & Co., Inc., dated December 14, 1993, Hancock Survey Associates, Inc.", to be recorded at the Essex South Registry of Deeds.

ARTICLE 37. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund the purchase of a 35,000 G.V.W. diesel cab and chassis, with dump body, sander and radio, and to authorize the Board of Selectmen to trade or dispose of any existing vehicle in any manner which they deem advisable, said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to transfer from free cash the sum of \$46,000 to fund the purchase of a 35,000 lb. G.V.W. diesel cab and chassis, with dump body, sander and radio, and to authorize the Board of Selectmen to trade or dispose of any existing vehicle in any manner which they deem advisable, said funds to be spent under the direction of the Board of Selectmen.

ARTICLE 38. To see if the Town will vote to add a second sentence to Section VI, B2, c2 of the Zoning Bylaw reading: "No land which is part of a Wetland Resource Area as specified in 310 CMR 10.02 (1)(a) subject to protection under the Mass. Wetlands Protection Act, MGL, Chapter 131, Section 40 nor any land within 75 feet of such Wetland Resource Area may be counted towards the contiguous buildable area."; or take any other action thereon.

Explanation: The addition of this sentence will make the Zoning Bylaw conform to the Town's Wetland's Protection Bylaw's prohibition against building within 75 feet of any Wetland.

Upon motion made and duly seconded, it was VOTED, by hand count vote, 159 in favor and 12 opposed, to add a second sentence to Section VI, B2, c2 of the Zoning Bylaw reading: "In any lot created after the adoption of this amendment, no land which is part of a Wetland Resource Area as specified in 310 CMR 10.02 (1)(a) subject to protection under the Mass. Wetlands Protection Act, MGL, Chapter 131, Section 40 nor any land within 75 feet of such Wetland Resource Area may be counted towards the contiguous buildable area."

A 2/3 vote was required.

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ARTICLE 39. To see if the Town will vote to amend Section VI B 4b 3 of the Zoning Bylaw by substituting the words "a minimum" for "up to a maximum" so that it will then read: "Each lot for residential use in an R/A Residential Agricultural District shall have a minimum depth of at least 50 feet along its minimum required frontage for a minimum of 200 contiguous feet along such frontage."; or take any other action thereon.

Explanation: The proposed words better capture the intent of the Bylaws than the present words.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to amend Section VI B 4b 3 of the Zoning Bylaw by substituting the words "a minimum" for "up to a maximum" so that it will then read: "Each lot for residential use in an R/A Residential Agricultural District shall have a minimum depth of at least 50 feet along its minimum required frontage for a minimum of 200 contiguous feet along such frontage."

A 2/3 vote was required.

ARTICLE 40. To see if the Town will vote to amend Section VI B, 4c 3 of the Zoning Bylaw by striking the second sentence (underlined) in its entirety. The Section now reads: "Each lot established under this section shall have adequate access, as determined by the Inspector of Buildings to the dwelling from its legal frontage. The section shall not apply to lots established before May 8, 1979, or after January 1, 1981, including those lots shown on plans endorsed by the Planning Board under Subdivision Control Law, or endorsed by Planning Board as not requiring approval, prior to May 8, 1979, and to those lots otherwise protected under Mass. General Laws, Chapter 40A. ; or take any other action thereon.

Explanation: The words in the second sentence are confusing and no longer required.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to amend Section VI B, 4c 3 of the Zoning Bylaw by striking the second sentence in its entirety. The Section now reads: "Each lot established under this section shall have adequate access, as determined by the Inspector of Buildings to the dwelling from its legal frontage."

A 2/3 vote was required.

ARTICLE 41. To see if the Town will vote to amend Article 12 of the General Bylaws called **WETLAND PROTECTION BYLAW** as follows: (Note: The shaded areas represent the corrections and/or additions, the lined out areas represent deletions.)

Section 1: Purpose Par. 1 & 2

The purpose of this bylaw is to protect the wetlands, related water resources, and adjoining land areas in the Town of Boxford by

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controlling activities deemed by its Conservation Commission (hereinafter "Commission") likely to have a significant or cumulative effect upon wetland resource area values, including but not limited to the following: public or private water supply, groundwater, flood control, erosion and sedimentation control, storm damage prevention, water quality, water pollution prevention, fisheries, wildlife habitat, rare species habitat including rare plant species, recreation and aesthetics (collectively, the "wetland resource area values protected by this bylaw"). (1995)

The provisions of this bylaw, including any implementing regulations, can be and are intended to be more protective than the Massachusetts Wetland Protection Act, Chapter 131, Section 40 and Regulations thereunder, 310 CMR 10.00. (1995)

Section 2: Jurisdiction Par. 1

Except as permitted by the Commission or as provided in this bylaw, no person shall remove, fill, dredge, build upon, or alter the following resource areas: within 100 feet of any freshwater wetland, marsh, wet meadow, bog or swamp; within 100 feet of any lake, river, pond, stream, bank, vernal pool or estuary; and land under said waters; or within 100 feet of any land subject to flooding or inundation by groundwater or surface water. The Conservation Commission shall have jurisdiction over said resource areas whether or not they border surface waters. (1995)

Section 4: Application for Permits and Requests for Determination Par. 3

The Commission is authorized to require the applicant to pay the reasonable costs and expenses for expert consultation deemed necessary by the Commission to review the application or request up to a maximum of \$2,500.00 Notice of Intent (NOI) Request for Determination (RPD) or resource delineation. No such costs or expenses shall be incurred by the applicant if the application or request is withdrawn within five days of the date of the public hearing wherein the Commission declared its intention to seek expert consultation. (1995)

Section 6: Permits, Determinations, and Conditions Par. 1 & 5

If the Commission, after a public hearing, determines that the activities which are the subject of the application are likely to have a significant or cumulative effect upon the wetland resource area values protected by this bylaw, the Commission, within 21 days of the close of the hearing, shall issue or deny a permit for the activities requested. If it issues a permit, the Commission shall impose conditions which the Commission deems necessary or desirable to protect those values, and all activities shall be done in accordance with those conditions. (1995)

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The Commission in an appropriate case may combine the permit or other action on an application issued under this bylaw with the order of Conditions issued under the Wetlands Protection Act, G.L. Ch. 131, Section 40, and Regulations, 310 CMR 10.00. (1995)

Section 8: Definitions Par. 1-3 & Subsection (i)

The term "resource areas" shall include banks, bordering vegetative wetlands, land under water and land subject to flooding. (1995)

The term "bank" shall include the land area which normally abuts and confines a water body; the lower boundary being the mean annual low flow level, and the upper boundary being the first observable break in the slope or the mean annual flood level, whichever is higher. (1995)

The term "vernal pool" shall include a confined basin depression which, at least in most years, holds water for a minimum of two continuous months during the spring and/or summer, and which is free of adult fish populations, as well as the area within 100 feet of the mean annual boundary of such a depression, regardless of whether the site has been certified by the Massachusetts Division of Wildlife and Fisheries. (1995)

The term "rare species" shall include, without limitation, all vertebrate and invertebrate animal and plant species listed as endangered, threatened, or of special concern by the Massachusetts Division of Fisheries and Wildlife, regardless of whether the site in which they occur has been previously identified by the Division. (1995)

- (i) Changing water temperature, biochemical oxygen demand, or other physical, biological or chemical characteristics of water; (1995)

Section 9: Security Par. 1 & Subsection (a)

As part of a permit issued under this bylaw, in addition to any security required by any other municipal or state board, agency or official, the Commission may require that the performance and observance of the condition imposed ~~hereunder~~ thereunder (including conditions requiring mitigation work) be secured wholly or in part by one or more of the methods described below: (1995)

(a) By a proper bond or deposit of money or negotiable securities or other undertaking of financial responsibility sufficient in the opinion of the Commission to be released in whole or in part upon issuance of a Certificate of Compliance for work

performed pursuant to the permit. (1995)

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Section 10: Enforcement Par. 5

Any person who violates any provision of this bylaw, regulations thereunder, or permits issued thereunder, shall be punished by a fine of not more than \$200 ~~\$300~~. Each day or portion thereof during which a violation continues shall constitute a separate offense, and each provision of the bylaw, regulations, or permit violated shall constitute a separate offense. (1995)

Section 12: Relation to the Wetlands Protection Act Par. 1

This bylaw is adopted under the Home Rule Amendment of the Massachusetts Constitution and the Home Rule ~~status~~ statutes and regulations thereunder independent of the Wetlands Protection Act, G.L. Ch. 131, Section 40 and Regulations, 310 CMR 10.00 thereunder. (1995); or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to amend Article 41 by deleting paragraph 3 under Section 8, definition of vernal pools.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to amend Article 12 of the General Bylaws called **WETLAND PROTECTION BYLAW** as follows:

Section 1: Purpose Par. 1 & 2

The purpose of this bylaw is to protect the wetlands, related water resources, and adjoining land areas in the Town of Boxford by controlling activities deemed by its Conservation Commission (hereinafter "Commission") likely to have a significant or cumulative effect upon resource area values, including but not limited to the following: public or private water supply, groundwater, flood control, erosion and sedimentation control, storm damage prevention, water quality, water pollution prevention, fisheries, wildlife habitat, rare species habitat including rare plant species, recreation and aesthetics (collectively, the "resource area values protected by this bylaw"). (1995)

The provisions of this bylaw, including any implementing regulations, can be and are intended to be more protective than the Massachusetts Wetland Protection Act, Chapter 131, Section 40 and Regulations thereunder, 310 CMR 10.00. (1995)

Section 2: Jurisdiction Par. 1

Except as permitted by the Commission or as provided in this bylaw, no person shall remove, fill, dredge, build upon, or alter the following resource areas: within 100 feet of any freshwater wetland, marsh, wet meadow, bog or swamp; within 100 feet of any lake, river, pond, stream, bank, **vernal pool**; and land under said waters; or within 100 feet of any land subject to flooding or inundation by groundwater or surface water. The Conservation

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Commission shall have jurisdiction over said resource areas whether or not they border surface waters. (1995)

Section 4: Application for Permits and Requests for Determination
Par. 3

The Commission is authorized to require the applicant to pay reasonable costs and expenses for expert consultation deemed necessary by the Commission to review the Notice of Intent (NOI), Request for Determination (RFD) or resource delineation. No such costs or expenses shall be incurred by the applicant if the application or request is withdrawn within five days of the date of the public hearing wherein the Commission declared its intention to seek expert consultation. (1995)

Section 6: Permits, Determinations, and Conditions Par. 1 & 5

If the Commission, after a public hearing, determines that the activities which are the subject of the application are likely to have a significant or cumulative effect upon the resource area values protected by this bylaw, the Commission, within 21 days of the close of the hearing, shall issue or deny a permit for the activities requested. If it issues a permit, the Commission shall impose conditions which the Commission deems necessary or desirable to protect those values, and all activities shall be done in accordance with those conditions. (1995)

The Commission in an appropriate case may combine the permit or other action on an application issued under this bylaw with the order of Conditions issued under the Wetlands Protection Act, G.L. Ch. 131, Section 40, and Regulations, 310 CMR 10.00. (1995)

Section 8: Definitions Par. 1-3 & Subsection (i)

The term "resource areas" shall include banks, bordering vegetative wetlands, land under water and land subject to flooding. (1995)

The term "bank" shall include the land area which normally abuts and confines a water body; the lower boundary being the mean annual low flow level, and the upper boundary being the first observable break in the slope or the mean annual flood level, whichever is higher. (1995)

The term "rare species" shall include, without limitation, all vertebrate and invertebrate animal and plant species listed as endangered, threatened, or of special concern by the Massachusetts Division of Fisheries and Wildlife, regardless of whether the site in which they occur has been previously identified by the Division. (1995)

- (i) Changing water temperature, biochemical oxygen demand, or other physical, biological or chemical characteristics of water; (1995)

Adjourned Annual Town Meeting - May 10, 1995

Section 9: Security Par. 1 & Subsection (a)

As part of a permit issued under this bylaw, in addition to any security required by any other municipal or state board, agency or official, the Commission may require that the performance and observance of the condition imposed thereunder (including conditions requiring mitigation work) be secured wholly or in part by one or more of the methods described below: (1995)

(a) By a proper bond or deposit of money or negotiable securities or other undertaking of financial responsibility sufficient in the opinion of the Commission to be released in whole or in part upon issuance of a Certificate of Compliance for work performed pursuant to the permit. (1995)

Section 10: Enforcement Par. 5

Any person who violates any provision of this bylaw, regulations thereunder, or permits issued thereunder, shall be punished by a fine of not more than \$300. Each day or portion thereof during which a violation continues shall constitute a separate offense, and each provision of the bylaw, regulations, or permit violated shall constitute a separate offense. (1995)

Section 12: Relation to the Wetlands Protection Act Par. 1

This bylaw is adopted under the Home Rule Amendment of the Massachusetts Constitution and the Home Rule statutes and regulations thereunder independent of the Wetlands Protection Act, G.L. Ch. 131, Section 40 and Regulations, 310 CMR 10.00 thereunder. (1995)

ARTICLE 42. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of \$102,000 to purchase computer and related technology hardware and software, including: CPU's, monitors, printers, scanners, modems, laser disc devices, CD Rom drives, work stations and other peripherals, equipment, software licenses and support, and all other incidental items necessary to implement the first year of a five year technology plan for the Boxford Elementary Schools, said funds to be spent under the direction of the Boxford Elementary School Committee; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to transfer from free cash the sum of \$102,000 to purchase computer and related technology hardware and software, including: CPU's, monitors, printers, scanners, modems, laser disc devices, CD Rom drives, work stations and other peripherals, equipment, software licenses and support, and all other incidental items necessary to implement the first year of a five year technology plan for the Boxford Elementary Schools, said funds to be spent under the direction of the Boxford Elementary School Committee.

Finance Committee recommended adoption of this article.

Adjourned Annual Town Meeting - May 10, 1995

ARTICLE 43. To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund the updating of the 1961 Master Plan of the Town of Boxford, said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to transfer from free cash the sum of \$30,000 to fund the updating of the 1961 Master Plan of the Town of Boxford, said funds to be spent under the direction of the Board of Selectmen.

An amendment to increase the total sum to \$50,000 was defeated by majority show of hands.

ARTICLE 44. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of \$7,500 to fund costs associated with further reduction of Town data on wells and septic systems into a computerized data base; said funds to be spent under the direction of the Board of Health; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to transfer from free cash the sum of \$7,500 to fund costs associated with further reduction of Town data on wells and septic systems into a computerized data base; said funds to be spent under the direction of the Board of Health.

Finance Committee did not recommend adoption of this article.

ARTICLE 45. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of \$1,500 for the purpose of participation in the Help for Abused Women and their Children (HAWC) program; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to transfer from free cash the sum of \$1,500 for the purpose of participation in the Help for Abused Women and their Children (HAWC) program; said funds to be spent under the direction of the Board of Selectmen.

Finance Committee recommended adoption of this article.

ARTICLE 46. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of \$13,766 for the support of the Tri-Town Council on Youth and Family Services, Inc.; said funds to be spent under the direction of the Board of Selectmen; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to transfer from free cash the sum of \$13,766 for the support of the Tri-Town Council on Youth and Family Services, Inc.; said funds to be spent under the direction of the Board of Selectmen.

Finance Committee recommended adoption of this article.

Adjourned Annual Town Meeting - May 10, 1995

ARTICLE 47. To see if the Town will vote to withdraw from the Boxford-Wenham Health District, pursuant to the provisions of Massachusetts General Laws Chapter 111, Section 27A; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to withdraw from the Boxford-Wenham Health District, pursuant to the provisions of Massachusetts General Laws Chapter 111, Section 27A.

Finance Committee recommended adoption of this article.

ARTICLE 48. To see if the Town will vote to amend **ARTICLE 4**, Section 4-4-3 of the General Bylaws by replacing this section with the following:

4-4-3 After a two month grace period for new systems, the owner of the dwelling or business shall be assessed a penalty of fifty dollars for each false alarm other than those caused by faulty telephone service, electrical storms, or the town's main receiving console. Such penalty to be paid to the Town of Boxford. (1995); or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by hand count vote, 68 in favor and 45 opposed, to amend **ARTICLE 4**, Section 4-4-3 of the General Bylaws by replacing this section with the following:

4-4-3 After a two month grace period for new systems, the owner of the dwelling or business shall be assessed a penalty of fifty dollars for each false alarm other than those caused by faulty telephone service, electrical storms, or the town's main receiving console. Such penalty to be paid to the Town of Boxford. (1995).

Finance Committee recommended adoption of this article.

ARTICLE 49. To transact any other business that may legally come before said meeting.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to dissolve this Annual Town Meeting at 12:10 p.m.

Registered voters attending the meeting were 233. Counters and checkers for the meeting were appointed by Town Clerk Patricia Shields.

A true record.

ATTEST:



Patricia Shields
Town Clerk

Adjourned Annual Town Meeting - May 10, 1995

TRANSFERS:

Article 21 (from free cash for ponds)	\$ 21,000.00
Article 22 (from free cash for recycling shed)	15,000.00
Article 23 (from free cash for photocopy machine)	15,000.00
Article 24 (from free cash to Finance Committee Reserve Fund)	100,000.00
Article 37 (from free cash for truck purchase)	46,000.00
Article 42 (from free cash for elementary school technology purchase)	102,000.00
Article 43 (from free cash for updating master plan)	30,000.00
Article 44 (from free cash for Board of Health computerized data base)	7,500.00
Article 45 (from free cash to HAWC)	1,500.00
Article 46 (from free cash to Tri-Town Council)	<u>13,766.00</u>

TOTAL TO BE TRANSFERRED: \$ 351,766.00

RAISE AND APPROPRIATE:

Article 9	\$ 22,500.00
Article 12	9,346,741.00
Article 13 (contingent upon successful passage of Prop. 2-1/2 override)	190,000.00
Article 14	2,400.00
Article 16 (contingent upon successful passage of Prop. 2-1/2 override)	25,000.00
Article 17 (contingent upon successful passage of Prop. 2-1/2 override)	160,000.00
Article 18 (contingent upon successful passage of Prop. 2-1/2 override)	330,000.00
Article 19	<u>48,398.00</u>

TOTAL TO BE RAISED AND APPROPRIATED: \$10,125,039.00

APPROPRIATIONS:

Article 3 (from Enterprise Fund Receipts)	\$ 139,575.00
Article 10 (from Wetlands Protection Fund)	<u>\$ 9,377.74</u>

TOTAL TO BE APPROPRIATED: \$ 148,952.74

BOXFORD ANNUAL TOWN ELECTION
TUESDAY, MAY 16, 1995
ELECTION RESULTS

	<u>PCT 1</u>	<u>PCT 2</u>	<u>TOTAL</u>
<u>SELECTMAN (3 YRS)</u>			
KENDALL E BAGGE	559	593	1152
BLANKS	217	220	437
WRITE-INS	15	23	38
<u>MODERATOR (1 YR)</u>			
DEWITT T MINICH	611	660	1271
BLANKS	177	167	344
WRITE-INS	3	9	12
<u>TOWN CLERK (3 YRS)</u>			
PATRICIA SHIELDS	617	675	1292
BLANKS	173	160	333
WRITE-INS	1	1	2
<u>BD OF COMMISSIONERS OF TRUST FUNDS (3 YRS)</u>			
ALEXANDER M COLBY	531	598	1129
BLANKS	259	234	493
WRITE-INS	1	4	5
<u>ASSESSOR (3 YRS)</u>			
MARY L MORTON	524	584	1108
BLANKS	266	245	411
WRITE-INS	1	7	8
<u>MASCONOMET REGIONAL DISTRICT SCHOOL COMMITTEE (3 YRS)</u>			
EDWINA P GOODHUE	286	344	630
BARBARA WAS	436	424	860
BLANKS	68	66	134
WRITE-INS	1	2	3
<u>MASCONOMET REGIONAL DISTRICT SCHOOL COMMITTEE (1 YR)</u>			
BRENDA STICKNEY	285	376	661
NANCY VOSE	439	397	836
BLANKS	66	60	126
WRITE-INS	1	3	4

BOXFORD ANNUAL TOWN ELECTION

TUESDAY, MAY 16, 1995

ELECTION RESULTS

	<u>PCT 1</u>	<u>PCT 2</u>	<u>TOTAL</u>
<u>SCHOOL COMMITTEE</u> (3 YRS)			
ANN KNIGHT	381	387	768
JOHN VOLPACCHIO	192	207	401
BLANKS	214	236	450
WRITE-INS	4	4	8
<u>BOARD OF HEALTH</u> (3 YRS)			
LOUISE B. KRESS	530	583	1113
BLANKS	249	240	489
WRITE-INS	12	13	25
<u>BOARD OF HEALTH</u> (2 YRS)			
MARK MITSCH	519	561	1080
BLANKS	268	270	538
WRITE-INS	4	5	9
<u>PLANNING BOARD</u> (5 YRS) VOTE FOR TWO			
ROBERT C GORE	495	548	1043
ELLEN M MAYNARD	487	550	1039
BLANKS	594	573	1167
WRITE-INS	4	1	5
<u>TRUSTEES OF BOXFORD TOWN LIBRARIES</u> (3 YRS) VOTE FOR THREE			
HELEN MILLSTEIN	445	510	955
DEAN SPOFFORD	443	540	983
KATHLEEN J ULMAN	440	452	892
SUSAN KNOWLES	348	403	751
BLANKS	697	600	1297
WRITE-INS	0	3	3
<u>CONSTABLE EAST PARISH</u> (1 YR)			
WAYNE G MERRILL	559	616	1175
BLANKS	227	216	443
WRITE-INS	5	4	9
<u>CONSTABLE WEST PARISH</u> (1 YR) VOTE FOR ONE			
DAVID A SMALLMAN	471	529	1000
DOROTHY NAZARIAN	141	205	346
BLANKS	179	102	281
WRITE-INS	0	0	0

BOXFORD ANNUAL TOWN ELECTION

TUESDAY, MAY 16, 1995

ELECTION RESULTS

QUESTION #1

SHALL THE TOWN OF BOXFORD BE ALLOWED TO EXEMPT FROM THE PROVISIONS OF PROPOSITION TWO AND ONE-HALF, SO-CALLED, THE AMOUNTS REQUIRED TO PAY FOR THE BOND ISSUED IN ORDER TO FUND THE ARCHITECTURAL, DESIGNER AND ENGINEERING SERVICES: AND TO FUND RELATED PERMITS AND EXPENSES NECESSARY TO OBTAIN THE REQUIRED APPROVALS FOR THE EXPANSION AND RELATED RENOVATIONS OF THE COLE AND SPOFFORD POND ELEMENTARY SCHOOL?

	<u>PCT 1</u>	<u>PCT 2</u>	<u>TOTALS</u>
BLANKS	13	7	20
YES	492	472	964
NO	286	357	643
TOTAL VOTES	1627		

QUESTION #2

SHALL THE TOWN OF BOXFORD BE ALLOWED TO EXEMPT FROM THE PROVISIONS OF PROPOSITION TWO AND ONE-HALF, SO-CALLED, THE AMOUNTS REQUIRED TO PAY FOR THE BOND ISSUED IN ORDER TO ACQUIRE LAND NECESSARY FOR THE EXPANSION OF THE COLE ELEMENTARY SCHOOL?

	<u>PCT 1</u>	<u>PCT 2</u>	<u>TOTALS</u>
BLANKS	17	7	24
YES	508	472	980
NO	266	357	623
TOTAL VOTES	1627		

QUESTION #3

SHALL THE TOWN OF BOXFORD BE ALLOWED TO ASSESS AN ADDITIONAL \$190,000 IN REAL ESTATE AND PERSONAL PROPERTY TAXES FOR THE PURPOSE OF FUNDING THE PURCHASE OF A NEW PUMPER FOR THE FIRE DEPARTMENT?

	<u>PCT 1</u>	<u>PCT 2</u>	<u>TOTALS</u>
BLANKS	27	12	39
YES	554	563	1117
NO	210	261	471
TOTAL VOTES	1627		

BOXFORD ANNUAL TOWN ELECTION

TUESDAY, MAY 16, 1995

ELECTION RESULTS

QUESTION #4

SHALL THE TOWN OF BOXFORD BE ALLOWED TO ASSESS AN ADDITIONAL \$45,000 IN REAL ESTATE AND PERSONAL PROPERTY TAXES FOR THE PURPOSE OF FUNDING THE PURCHASE OF A NEW MOWING MACHINE FOR THE DEPARTMENT OF PUBLIC WORKS?

	<u>PCT 1</u>	<u>PCT 2</u>	<u>TOTALS</u>
BLANKS	38	27	65
YES	227	217	444
NO	526	592	1118
TOTAL VOTES 1627			

QUESTION #5

SHALL THE TOWN OF BOXFORD BE ALLOWED TO ASSESS AN ADDITIONAL \$60,000 IN REAL ESTATE AND PERSONAL PROPERTY TAXES FOR THE PURPOSE OF FUNDING THE REPAIRS ASSOCIATED WITH THE PREVIOUS USE OF JOHNSON FIELD AND ITS SURROUNDING AREA AS A SANITARY LANDFILL?

	<u>PCT 1</u>	<u>PCT2</u>	<u>TOTALS</u>
BLANKS	28	18	46
YES	467	457	924
NO	296	361	657
TOTAL VOTES 1627			

SPECIAL TOWN MEETING

August 8, 1995

The voters of the Town of Boxford meet at Masconomet Regional High School on Tuesday, August 8, 1995. Moderator DeWitt T. Minich called the meeting to order at 7:32 p.m. The articles of the warrant were disposed of as follows:

ARTICLE 1: To see if the Town will vote to raise and appropriate, or transfer from available funds a sum of money to pay bills or charges from prior fiscal years; or take any other action thereon.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to pass over Article 1.

NOTE: At this time we anticipate that Article 2 will be offered as a "contingent appropriation." This means that although the appropriation for a specific article could be approved at the Special Town Meeting, that appropriation would be fully contingent upon successful passage of a Proposition 2 1/2 override ballot question. Should the override question fail, the appropriation would be rendered null and void.

ARTICLE 2: To see if the Town will vote to authorize the Treasurer, with the approval of the Selectmen to borrow, an amount to enable the Conservation Commission to purchase for Conservation purposes, to be managed by the Conservation Commission pursuant to MGL Chapter 40, Section 8C, a 21.15 acre parcel of land (more or less) located at the intersection of Main Street and Ipswich Roads, known as "Witch Hollow Farm;" said purchase to be contingent upon the approval by the Division of Conservation Services of the Executive Office of Environmental Affairs of the Commonwealth of Massachusetts for partial funding to the Town through the "Self-Help Grant"; or take any other action thereon.

The Finance Committee recommended adoption of this Article.

Mr. Badge Blackett, from the Trust for Public Lands, a non-voter, was allowed to speak before the Town Meeting by a unanimous voice vote.

Upon motion made and duly seconded, it was VOTED, by hand count vote, 330 in favor and 28 opposed, to appropriate and authorize the Treasurer with the approval of the Selectmen, to borrow the sum of \$490,000 to enable the Conservation Commission to purchase for Conservation purposes, to be managed by the Conservation Commission pursuant to MGL Chapter 40, Section 8C, a 17.334 acre parcel of land (more or less) located at the intersection of Main Street and Ipswich Roads, known as "Witch

Special Town Meeting - Town of Boxford - August 8, 1995

Hollow Farm;" said purchase to be contingent upon the approval by the Division of Conservation Services of the Executive Office of Environmental Affairs of the Commonwealth of Massachusetts for partial funding to the Town through the "Self-Help Grant", and that the Town and the Conservation Commission be authorized to enter into all agreements and execute any and all instruments as may be necessary, on behalf of the Town of Boxford, to affect said purchase, said appropriation fully contingent upon successful passage of a Proposition 2 1/2 (so called) ballot question.

A two-thirds vote was required for passage of this Article.

ARTICLE 3: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be added to the Police Budget for FY1996, to fund the Town's share of the cost for the federal COPSFAST grant award to hire one additional full time police officer; or take any other action thereon.

The Finance Committee recommended adoption of this Article.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of \$12,019 to be added to the Police Budget for FY1996, to fund the Town's share of the cost for the federal COPSFAST grant award to hire one additional full time police officer.

ARTICLE 4: To see if the Town will vote to raise and appropriate, or transfer from available funds a sum of money to drill, construct and perform all associated testing on a test well for possible public water supply on Town owned property off Spofford Road intended to provide potable water for current and future municipal buildings located on that property; said funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

The Finance Committee recommended adoption of this Article.

Upon motion made and duly seconded, it was VOTED, by hand count vote, 278 in favor and 42 opposed, to transfer from the Stabilization Fund the sum of \$30,000 to drill, construct and perform all associated testing on a test well for possible public water supply on Town owned property off Spofford Road intended to provide potable water for current and future municipal buildings located on that property; said funds to be expended under the direction of the Board of Selectmen.

A two-thirds vote was required for passage of this Article.

ARTICLE 5: To see if the Town will vote to amend the General Bylaws by adding the following new section under Article 3:

Special Town Meeting - Town of Boxford - August 8, 1995

Section 13 School Building Committee

3-13-1 There shall be a committee to study the requirements and needs of school building issues in the Town of Boxford, said committee to be known as the School Building Committee. Said committee shall manage school building projects as charged by the Town pursuant to votes of Town Meeting, and pursuant to any responsibilities under the Massachusetts General Laws.

3-13-2 The School Building Committee shall be comprised of nine members, appointed annually as follows: The School Committee shall appoint four members, one of whom shall be a member of the Board of Selectmen; the Board of Selectmen shall appoint five members, and of these five, one shall be a member of the School Committee and one shall be a member of the Finance Committee;

3-13-3 All members of the School Building Committee appointed and dutifully sworn in as of the effective date of this Section 13 shall retain their positions until the expiration of their term. The two new members shall be appointed as per section (2), and the terms of the new members shall expire on June 30 of the following year; or take any other action thereon.

The Finance Committee recommended adoption of this Article.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to amend the General Bylaws by adding the following new section under Article 3:

Section 13 School Building Committee

3-13-1 There shall be a committee to study the requirements and needs of school building issues in the Town of Boxford, said committee to be known as the School Building Committee. Said committee shall manage school building projects as charged by the Town pursuant to votes of Town Meeting, and pursuant to any responsibilities under the Massachusetts General Laws.

3-13-2 The School Building Committee shall be comprised of nine members, appointed annually as follows: The School Committee shall appoint four members, and of these four members, at least one and no more than three shall be members of the School Committee; the Board of Selectmen shall appoint five members, and of these five, one shall be a member of the Board of Selectmen and one shall be a member of the Finance Committee;

3-13-3 All members of the School Building Committee appointed and dutifully sworn in as of the effective date of this Section 13 shall retain their positions until the expiration of their term. The two new members shall be appointed as per section (2), and the

Special Town Meeting - Town of Boxford - August 8, 1995

terms of the new members shall expire on June 30 of the following year.

ARTICLE 6: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to be added to the Elementary School Budget for FY1996, to fund the hiring of a new second grade teacher position; or take any other action thereon.

The Finance Committee recommended against adoption of this Article.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of \$25,402 to be added to the Elementary School Budget for FY1996, to fund the hiring of a new second grade teacher position.

ARTICLE 7: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to the FY 1996 budget of the Inspector of Buildings, to be added to the salary of the Inspector of Buildings; or take any other action thereon.

The Finance Committee recommended against adoption of this Article.

Upon motion made and duly seconded, Article 7 was defeated by majority voice vote.

ARTICLE 8: To see if the Town will vote to raise and appropriate, or transfer from available funds, a sum of money to fund the FY1996 portion of the contract between the Town and the Boxford Public Works Employees Association; or take any other action thereon.

The Finance Committee recommended adoption of this Article.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of \$5,510 to fund the FY1996 portion of the contract between the Town and the Boxford Public Works Employees Association.

ARTICLE 9: To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of \$1,519 to fund the FY1996 contract between the Town and the Executive Secretary; or take any other action thereon.

The Finance Committee recommended adoption of this Article.

Upon motion made and duly seconded, it was VOTED, by majority voice vote, to raise and appropriate the sum of \$1,519 to fund the FY1996 contract between the Town and the Executive Secretary.

Special Town Meeting - Town of Boxford - August 8, 1995

ARTICLE 10: To transact any other business that may legally come before said meeting.

Upon motion made and duly seconded, it was VOTED, by unanimous voice vote, to dissolve this Special Town Meeting at 9:53 p.m.

Registered voters attending this meeting were 382. Counters and checkers for this meeting were appointed by Town Clerk Patricia Shields.

A true record.

ATTEST:

Patricia Shields

Patricia Shields
Town Clerk

TRANSFERS:

Article 4	\$ 30,000
(From Stabilization Fund to Board of Selectmen--well drilling)	
Total to be Transferred	\$ 30,000

RAISE AND APPROPRIATE:

Article 3	\$ 12,019
Article 6	25,402
Article 8	5,510
Article 9	<u>1,519</u>
Total to be Raised and Appropriated	\$ 44,450

APPROPRIATIONS

Article 2	\$490,000
Total to be Appropriated	\$490,000

BOXFORD SPECIAL TOWN ELECTION

WEDNESDAY, AUGUST 9, 1995

ELECTION RESULTS

QUESTION #1

SHALL THE TOWN OF BOXFORD BE ALLOWED TO EXEMPT FROM THE PROVISIONS OF PROPOSITION TWO AND ONE-HALF, SO CALLED, THE AMOUNTS REQUIRED TO PAY FOR THE BOND ISSUED IN ORDER TO ENABLE THE CONSERVATION COMMISSION TO PURCHASE FOR CONSERVATION PURPOSES, TO BE MANAGED BY THE CONSERVATION COMMISSION PURSUANT TO MGL CHAPTER 40, SECTION 8C, A 21.15 ACRE PARCEL OF LAND (MORE OR LESS) LOCATED AT THE INTERSECTION OF MAIN STREET AND IPSWICH ROADS, KNOWN AS "WITCH HOLLOW FARM," SAID PURCHASE TO BE CONTINGENT UPON THE APPROVAL BY THE DIVISION OF CONSERVATION SERVICES OF THE EXECUTIVE OFFICE OF ENVIRONMENTAL AFFAIRS OF THE COMMONWEALTH OF MASSACHUSETTS FOR PARTIAL FUNDING TO THE TOWN THROUGH THE "SELF-HELP GRANT" PROGRAM?

	<u>PCT 1</u>	<u>PCT 2</u>	<u>TOTALS</u>
BLANKS	0	0	0
YES	273	328	601
NO	79	119	198
TOTAL VOTES	352	447	799

SPECIAL TOWN ELECTION TUESDAY, JANUARY 10, 1995

QUESTION # 1

	PCT 1	PCT 2
BLANKS	0	0
YES	185	182
NO	222	263
TOTAL VOTES	407	445

SHALL THE TOWN OF BOXFORD BE ALLOWED TO EXEMPT FROM THE PROVISIONS OF PROPOSITION TWO AND ONE-HALF, SO-CALLED, THE AMOUNTS REQUIRED TO PAY FOR THE BOND ISSUED IN ORDER TO FUND THE ARCHITECTURAL, DESIGNER AND ENGINEERING SERVICES; AND TO FUND RELATED PERMITS AND EXPENSES NECESSARY TO OBTAIN THE REQUIRED APPROVALS FOR THE EXPANSION AND RELATED RENOVATIONS OF THE COLE AND SPOFFORD POND ELEMENTARY SCHOOLS?

TOWN CLERK

VITAL STATISTICS FOR 1995

BIRTHS	73	MALES	33
		FEMALES	40

MARRIAGES	22
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DEATHS	22
--------	----

NOTE:

Due to the change in the MGL, Chapter 556, Acts of 1989, the office of the Town Clerk will no longer print names of all the principals of Births, Deaths and Marriages in Boxford's Annual Town Report.

PERMITS

1995	ACCESSORY APARTMENT REGISTRATION	4
1995	RAFFLE PERMITS	1

DOG LICENSES - 1995

386	Neutered Males	@	\$ 5.00	\$1,930.00
130	Males	@	10.00	1,300.00
52	Females	@	10.00	520.00
462	Spayed Females	@	5.00	2,310.00
4	Kennel	@	75.00	300.00
6	Kennel	@	100.00	<u>600.00</u>
TOTAL				\$8,035.00

TOWN CLERK

DIVISION OF FISHERIES & WILDLIFE

1995

75	RESIDENT CITIZEN FISHING	@	\$12.50 =	937.50
* 1	RESIDENT CITIZEN FISHING (1996)	@	22.50 =	22.50
3	RESIDENT CITIZEN MINOR FISHING	@	6.50 =	19.50
2	RESIDENT CITIZEN FISHING (AGE 65-69)	@	6.25 =	12.50
4	RESIDENT CITIZEN FISHING PARAPLEGIC, BLIND, MENTALLY RETARDED OR OVER 70	@	FREE =	00.00
1	RESIDENT ALIEN FISHING	@	14.50 =	14.50
3	NON RES. CITIZEN/ALIEN FISHING	@	17.50 =	52.50
1	NON-RES. CITIZEN/ALIEN 7-DAY FISHING	@	11.50 =	11.50
8	RESIDENT CITIZEN HUNTING	@	12.50 =	100.00
* 1	RESIDENT CITIZEN HUNTING (1996)	@	22.50 =	22.50
19	RESIDENT CITIZEN SPORTING	@	19.50 =	370.50
* 5	RESIDENT CITIZEN SPORTING (1996)	@	40.00 =	200.00
4	RESIDENT CITIZEN SPORTING OVER 70 (INCLUDES TRAPPING)	@	FREE =	00.00
1	DUPLICATE HUNTING	@	2.00 =	2.00
10	ARCHERY/PRIMITIVE FIREARMS STAMPS	@	5.10 =	51.00
12	MASS. WATERFOWL STAMPS	@	5.00 =	60.00
118	WILDLANDS CONSERVATION STAMP-RESIDENT	@	5.00 =	590.00
				<u>2466.50</u>
			FEES REMITTED	<u>63.50</u>
			TOTAL	2403.00

* SOLD IN 1995

FINANCE

Accountant

Combined Financial Statements
And Additional Financial Information

Board of Assessors

Finance Committee

Treasurer/Collector of Taxes

Commissioners of Trust Funds

Perley-Parkhurst-Cole Memorial Trust Fund

Capital Budgeting Committee

TUCCI & ROSELLI

CERTIFIED PUBLIC ACCOUNTANTS
MANAGEMENT CONSULTANTS

INDEPENDENT AUDITORS' REPORT

January 18, 1996

To the Honorable Board of Selectmen
Town of Boxford
Boxford, Massachusetts

We have audited the accompanying general purpose financial statements of the Town of Boxford, Massachusetts, as of and for the year ended June 30, 1995, as listed in the table of contents. These financial statements are the responsibility of the Town's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with generally accepted auditing standards. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The financial statements referred to above do not include a statement of general fixed assets, which should be included to conform with generally accepted accounting principles. Inasmuch as the Commonwealth of Massachusetts does not require, and the Town has not capitalized, fixed assets, the amount that should be recorded in the general fixed asset account group is not known.

In our opinion, based on our audit, except for the effect on the financial statements of the matters described in the preceding paragraph, the general purpose financial statements referred to above present fairly, in all material respects, the financial position of the Town of Boxford, Massachusetts, at June 30, 1995, and the results of its operations in conformity with generally accepted accounting principles.

In accordance with Government Auditing Standards, we have also issued a report dated January 18, 1996 on our consideration of the Town of Boxford's internal control structure and a report dated January 18, 1996 on its compliance with laws and regulations.



Certified Public Accountants
January 18, 1996

TOWN OF BOXFORD, MASSACHUSETTS
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUP
JUNE 30, 1995

	Governmental Fund Types		Fiduciary Fund Type	Proprietary Fund Type	Account Group	
	General Fund	Special Revenue Funds	Capital Projects Funds	Trust and Agency Funds	Enterprise Fund	General Long-Term Obligations
ASSETS:						Combined Total (Memorandum only)
Cash and investments	\$2,167,621	\$106,129	\$443,299	\$542,939	\$27,981	\$3,287,969
Investment in Deferred Compensation Plan				369,769		369,769
Receivables:						
Property taxes	117,314					117,314
Other	206,828					206,828
Amounts to be provided for retirement of general long term obligations						
TOTAL ASSETS	<u>\$2,491,763</u>	<u>\$106,129</u>	<u>\$443,299</u>	<u>\$912,708</u>	<u>\$27,981</u>	<u>\$5,596,000</u>
						<u>\$9,577,880</u>

TOWN OF BOXFORD, MASSACHUSETTS
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUP
JUNE 30, 1995

	Governmental Fund Types			Fiduciary Fund Type	Proprietary Fund Type	Account Group	
	General Fund	Special Revenue Funds	Capital Projects Funds			General Long-Term Obligations	Combined Total (Memorandum only)
LIABILITIES:							
Warrants and accounts payable	\$206,338	\$0					\$206,338
Accrued salaries and wages and withholdings	26,411						26,411
Other liabilities	28,356			\$369,769	\$24,963		423,088
Deferred revenues	300,457						300,457
Reserve for abatements	17,056						17,056
Notes payable			\$730,000			\$1,576,000	730,000
Landfill closure costs						4,020,000	1,576,000
Bond indebtedness							4,020,000
TOTAL LIABILITIES	<u>578,618</u>		<u>730,000</u>	<u>369,769</u>	<u>24,963</u>	<u>5,596,000</u>	<u>7,299,350</u>
FUND EQUITY (Deficit):							
Reserved for:							
Encumbrances and prior year articles	232,094						232,094
Expenditures	351,766						351,766
Designated		106,129	(286,701)	542,939			362,367
Undesignated	1,329,285				3,018		1,329,285
Retained earnings							3,018
TOTAL FUND EQUITY (Deficit)	<u>1,913,145</u>	<u>106,129</u>	<u>(286,701)</u>	<u>542,939</u>	<u>3,018</u>		<u>2,278,530</u>
	<u>\$2,491,763</u>	<u>\$106,129</u>	<u>\$443,299</u>	<u>\$912,708</u>	<u>\$27,981</u>	<u>\$5,596,000</u>	<u>\$9,577,880</u>

See notes to general purpose financial statements.

TOWN OF BOXFORD, MASSACHUSETTS
 COMBINED STATEMENT OF REVENUES, EXPENDITURES
 AND CHANGES IN FUND EQUITY (DEFICIT)
 ALL GOVERNMENTAL FUND TYPES AND EXPENDABLE TRUST FUNDS
 YEAR ENDED JUNE 30, 1995

	Governmental Fund Types			Fiduciary Fund Type	Combined Total (Memorandum only)
	General Fund	Special Revenue Funds	Capital Projects Funds	Expendable Trust Funds	
REVENUES:					
Taxes and excise	\$9,138,693				\$9,138,693
Licenses and permits	182,048				182,048
Interest income	76,136			\$104,810	180,946
Intergovernmental	1,332,674	\$697,132	\$162,000		2,191,806
Departmental and other	38,907				38,907
Fines	85,402				85,402
Total Revenues	10,853,860	697,132	162,000	104,810	11,817,802
EXPENDITURES:					
General government	586,885	536,884		67,020	1,190,789
Public safety	1,130,593				1,130,593
Public works	577,616				577,616
Human services	201,554				201,554
Culture and recreation	244,869				244,869
Education	3,098,065	300,505			3,398,570
State and county	2,691,405				2,691,405
Capital outlay			472,377		472,377
Debt service	1,036,928				1,036,928
Unclassified	710,529				710,529
Total Expenditures	10,278,444	837,389	472,377	67,020	11,655,230
Excess (deficiency) of Revenues over Expenditures	575,416	(140,257)	(310,377)	37,790	162,572
OTHER FINANCING SOURCES (USES):					
Operating transfers in				20,000	20,000
Operating transfers out	(30,862)				(30,862)
	(30,862)			20,000	(10,862)
Excess (deficiency) of Revenues and Other Financing Sources over Expenditures and Other Financing Uses	544,554	(140,257)	(310,377)	57,790	151,710
FUND EQUITY (Deficit):					
June 30, 1994	1,368,591	246,386	23,676	485,139	2,123,792
June 30, 1995	<u>\$1,913,145</u>	<u>\$106,129</u>	<u>(\$286,701)</u>	<u>\$542,929</u>	<u>\$2,275,502</u>

See notes to general purpose financial statements.

TOWN OF BOXFORD, MASSACHUSETTS
 COMBINED STATEMENT OF REVENUES, EXPENDITURES
 BUDGET AND ACTUAL - GENERAL FUND BUDGETARY BASIS
 YEAR ENDED JUNE 30, 1995

	General fund		Variance Favorable (Unfavorable)
	Budget	Actual	
REVENUES:			
Taxes and excise	\$8,536,719	\$8,796,508	\$259,789
Licenses and permits	158,000	182,048	24,048
Interest income	45,000	76,136	31,136
Intergovernmental	1,340,697	1,332,674	(8,023)
Departmental and other	60,000	38,907	(21,093)
Fines	85,000	85,402	402
Total Revenues	10,225,416	10,511,675	286,259
Operating transfers	(42,950)	(30,862)	12,088
Unreserved fund balance transfers	350,734	350,734	0
Total other sources	307,784	319,872	12,088
Total revenue and other sources	10,533,200	10,831,547	298,347
EXPENDITURES:			
General government	727,232	593,324	133,908
Public safety	1,168,478	1,135,471	33,007
Public works	584,097	577,816	6,281
Human services	201,514	198,404	3,110
Culture and recreation	260,545	244,869	15,676
Education	3,098,218	3,098,065	153
State and county	2,691,405	2,691,405	0
Debt service	1,036,928	1,036,928	0
Unclassified	764,783	713,129	51,654
Total Expenditures	10,533,200	10,289,411	\$243,789
Excess of revenues and other sources over expenditures	\$0	\$542,136	

See notes to general purpose financial statements.

TOWN OF BOXFORD, MASSACHUSETTS
 STATEMENT OF REVENUES, EXPENSES AND CHANGES IN
 RETAINED EARNINGS - PROPRIETARY FUND TYPE
 YEAR ENDED JUNE 30, 1995

	<u>Enterprise Fund</u>
REVENUES:	
Roadside Waste	\$133,632
EXPENSES:	
Supplies and maintenance	<u>149,172</u>
Excess of Revenues over Expenditures	(15,540)
OTHER FINANCING SOURCES:	
Operating transfers in	<u>10,862</u>
Excess of Revenues and Other Financing Sources over Expenditures	(4,678)
RETAINED EARNINGS:	
June 30, 1994	<u>7,696</u>
June 30, 1995	<u><u>\$3,018</u></u>

See notes to general purpose financial statements.

TOWN OF BOXFORD, MASSACHUSETTS
STATEMENT OF CASH FLOWS -
PROPRIETARY FUND TYPE
YEAR ENDED JUNE 30, 1995

CASH FLOWS FROM OPERATING ACTIVITIES AND
NONOPERATING REVENUE:

Net income (loss) from operations	(\$4,678)
Adjustments to reconcile net income (loss) from operations to net cash provided by operating activities:	
Effects of changes in assets and liabilities:	
Accounts payable	<u>24,963</u>
Net cash provided (used) by operating activities	<u>20,285</u>

INCREASE IN CASH AND EQUIVALENTS

CASH AND EQUIVALENTS, beginning of year	<u>7,696</u>
CASH AND EQUIVALENTS, end of year	<u><u>\$27,981</u></u>

See notes to general purpose financial statements.

TOWN OF BOXFORD, MASSACHUSETTS
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 1995

1. Reporting Entity:

The Town of Boxford is governed by an elected three-member Board of Selectmen. Generally accepted accounting principles ("GAAP") requires that the accompanying general purpose financial statements present the Town of Boxford (the primary government) and its component units. Component units are included in the Town's reporting entity if their operational and financial relationships with the Town are significant. Pursuant to this criteria, the following entities have been excluded from the accompanying general purpose financial statements:

- Essex County Retirement System
- Masconomet Regional School District
- North Shore Regional Vocational School District

2. Summary of significant accounting policies:

The accounting policies of the Town of Boxford, Massachusetts conform to generally accepted accounting principles as applicable to governmental units, except that the Town does not include a statement of general fixed assets. The following is a summary of the more significant policies:

(a) Basis of presentation-fund accounting:

The activities of the Town are accounted for through the use of several funds and an account group, each of which is a separate accounting entity. The operations of each fund and account group are accounted for through a separate set of self-balancing accounts which are summarized by type in the financial statements. The following fund types and account group are used by the Town:

TOWN OF BOXFORD, MASSACHUSETTS
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS - CONTINUED
YEAR ENDED JUNE 30, 1995

Summary of significant accounting policies - continued:

(a) Basis of presentation-fund accounting - continued:

Governmental Fund Types:

Government Funds are those through which most governmental functions of the Town are financed. The acquisition, use and balances of the Town's expendable financial resources and the related liabilities are accounted for through governmental funds. The measurement focus is based upon determination of changes in financial position, rather than upon net income determination. The following are the Town's governmental fund types:

General Fund - The general fund is the general operating fund of the Town. It is used to account for all financial resources except those required to be accounted for in another fund.

Special Revenue Funds - Special revenue funds are used to account for the proceeds of specific revenue sources (other than expendable trusts, or major capital projects) that are legally restricted to specified purposes.

Capital Project Funds - Capital project funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities (other than those financed by trust funds).

Fiduciary Fund Types:

Trust Funds - Fiduciary funds are used to account for assets held by the Town in a trustee capacity or as an agent. Trust funds include expendable trust funds. Expendable trust funds are reported as governmental funds.

Proprietary Fund Types:

Enterprise Fund - The Enterprise Fund is used to account for operations that are financed and operated in a manner similar to private business enterprises where net income and capital maintenance are measured. Costs of providing services to the general public on a continuing basis, including depreciation, are financed or recovered primarily through user charges.

Account Group:

General Long-term Obligations Account Group - This account group is used to account for all long-term obligations of the Town.

TOWN OF BOXFORD, MASSACHUSETTS
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS - CONTINUED
YEAR ENDED JUNE 30, 1995

2. Summary of significant accounting policies - continued:

(b) Measurement Focus:

All governmental funds and expendable trust funds are accounted for on a spending or "financial flow" measurement focus. With this measurement focus, only current assets and current liabilities are generally included on the balance sheets. The reported fund balance (net current assets) is considered a measure of "available spendable resources." Governmental fund operating statements present increases (revenues and other financing sources) and decreases (expenditures and other financing uses) in net current assets. Accordingly, such statements present a summary of sources and uses of "available spendable resources" during a period. Noncurrent portions of long-term receivables due to governmental funds are reported on their balance sheets notwithstanding their spending measurement focus. Special reporting treatments are used to indicate, however, that they should not be considered "available spendable resources," since they do not represent net current assets. Recognition of governmental fund type revenues represented by noncurrent receivables is deferred until they become current receivables.

Because of their spending measurement focus, expenditure recognition for governmental fund types is limited to exclude amounts represented by noncurrent liabilities. Since they do not affect net current assets, such long-term amounts are not recognized as governmental fund type expenditures or fund liabilities, but are reported as liabilities in the General Long-Term Obligations Account Group.

(c) Basis of Accounting:

The modified accrual basis of accounting is followed by governmental funds and expendable trust funds. Under the modified accrual basis, revenue is recognized that is both measurable and available to pay liabilities of the current period. Revenues not considered available are recorded as deferred revenues. Expenditures are recorded when the liability is incurred except for interest on general long-term obligations, which is recorded when due.

In applying the susceptible to accrual concept to intergovernmental revenues, there are essentially two types of revenues. In one, monies must be expended for the specific purpose or project before any amounts will be paid to the Town; therefore, revenues are recognized based upon the expenditures incurred. In the other, monies are virtually unrestricted and are usually revocable only for failure to comply with prescribed compliance requirements. These resources are reflected as revenues at the time of receipt or earlier if the susceptible to accrual criteria are met.

TOWN BOXFORD, MASSACHUSETTS
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS - CONTINUED
YEAR ENDED JUNE 30, 1995

Summary of significant accounting policies - continued:

(c) Basis of Accounting - continued:

Property taxes are recognized as revenue in the year for which taxes have been levied, provided they are collected within 60 days after year end. Licenses and permits, fines and forfeitures and miscellaneous revenues are recorded as revenues when received in cash because they are generally not measurable until actually received. Investment earnings are recorded as earned.

(d) Encumbrances:

Encumbrance accounting under which purchase orders, contracts and other commitments for the expenditure of funds are recorded in order to reserve that portion of the applicable appropriation, is employed in governmental funds. Open encumbrances at year-end are reported as reservations of fund balances. Encumbrances do not constitute expenditures or liabilities.

(e) Investments:

Investments are stated at lower of cost or market.

(f) Inventory:

Inventory items, which are not material to the general purpose financial statements, are recorded as expenditures when purchased.

(g) General fixed assets:

General fixed assets are recorded as expenditures in applicable governmental funds. The Town does not capitalize the cost of general fixed assets in a general fixed asset account group which is consistent with the practice of many municipalities in the Commonwealth of Massachusetts.

(h) Compensated Absences:

GAAP requires the accrual of a liability for vested or accumulated vacation and sick leave. Compensated absences expected to be liquidated with expendable available financial resources are reported as expenditures and fund liabilities. Accounts that are not expected to be liquidated are reported in the General Long-Term Obligations Account Group.

TOWN OF BOXFORD, MASSACHUSETTS
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS - CONTINUED
YEAR ENDED JUNE 30, 1995

2. Summary of significant accounting policies - continued:

(h) Compensated Absences - continued:

Employees earn vacation as they provide services. Except in certain circumstances, vacation time earned must be used annually and shall not be cumulative from year to year. In the case of estimated sick leave benefits only that portion of benefits calculated based on termination benefits would be presented as a liability in the general long-term obligation account group at June 30, 1995. In the case of Boxford no such termination benefits exist thus were not included in the financial statements. Since employees can be paid sick leave only when sick, the employees' accumulating rights to receive compensation for future absences are contingent upon the absences being caused by future illnesses and, accordingly such amounts cannot be reasonably estimated, thus are not included in the financial statements.

(i) Post retirement/health care and life insurance benefits:

The Town provides the majority of retired employees with payments for a portion of their health care and life insurance benefits. These benefits are provided through various health maintenance organizations. Benefits paid by the Town are on a pay-as-you-go basis, and there is no actuarial valuation available as of June 30, 1995, which would permit an estimation of the unfunded past service cost liability, the future costs of current participants in the plan, and the annual amounts needed to fund such costs.

(j) Deferred Compensation:

The Town offers its employees a Deferred Compensation Plan (Plan) created in accordance with Internal Revenue Code Section 457. The Plan, which is available to all employees, permits participants to defer a portion of their salary until future years. Amounts deferred under the Plan are not available to employees until termination, retirement, death or unforeseeable emergency.

All amounts of compensation deferred under this Plan, all property and rights purchased with the amounts, and all income attributable to these amounts are solely the property and rights of the employer, subject only to the claims of the employer's general creditors. Participants' rights under the Plan are equal to those of general creditors of the employer in an amount equal to the fair market value of the deferred account of each participant. The Town has no liability for losses under the Plan but does have the duty of due care that would be required of an ordinary prudent investor. The Town believes it is unlikely that Plan assets will be used to satisfy future claims of general creditors. At June 30, 1995 assets of \$369,769 is recorded in the Agency Fund.

TOWN OF BOXFORD, MASSACHUSETTS
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS - CONTINUED
YEAR ENDED JUNE 30, 1995

2. Summary of significant accounting policies - continued:

(k) Total columns:

Total columns on the combined statements are captioned "Memorandum Only" to indicate that they are presented only to facilitate financial analysis. Data in these columns do not present financial position, results of operations or changes in financial position in conformity with generally accepted accounting principles. Such data is not comparable to a consolidation since interfund eliminations have not been made.

3. Budgetary accounting:

An annual budget is legally adopted for the General Fund at Town meetings. Expenditures are limited to the line items as voted at the Town meetings. Transfers or unencumbered appropriation balances between departments or agencies must be approved at Town meetings.

At the close of each fiscal year, unencumbered appropriation balances (appropriations less expenditures and encumbrances) revert to the unreserved fund balance. Unencumbered appropriation balances in the capital project fund, however, do not lapse at the end of the fiscal year.

The Town prepares its budget on a basis of accounting that differs from Generally Accepted accounting principles (GAAP). The actual results of operations are presented in the Combined Statement of Revenues, Expenditures and Changes in Equity. The Combined Statement of Revenue and Expenditures - Budgetary Basis is presented to provide a meaningful comparison of actual results with the budget.

The major differences between the budgetary basis of accounting and GAAP are that:

- (1) Budgeted revenues are recorded when cash is received, except for real estate and personal property taxes which are recorded as revenue when levied (budget), as opposed to when susceptible to accrual (GAAP).
- (2) Encumbrances are recorded as the equivalent of expenditures (budget) as opposed to a reservation of fund balance (GAAP).
- (3) Reserve fund transfers are recorded as sources (budget) as opposed to not recorded (GAAP).

TOWN OF BOXFORD, MASSACHUSETTS
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS - CONTINUED
YEAR ENDED JUNE 30, 1995

3. Budgetary accounting - continued:

A reconciliation of budgetary basis to GAAP basis results is presented below:

GAAP basis	
Excess of revenues and other financing sources over expenditures and other financing uses	\$ 544,554
Reconciling Items:	
Real estate and personal property revenue recognition	(342,185)
Transfer from unreserved fund balance	350,734
Encumbrance/expenditure recognition	<u>(10,967)</u>
Budgetary basis	
Excess of revenues and other financing sources over expenditures and other financing uses	<u>\$542,136</u>

4. Cash and Investments:

The Town maintains a cash and investment pool that is available for use by all funds. Each fund type's portion of this pool is displayed on the combined balance sheet as "Cash and Short-Term Investments".

Statutes authorize the Town to invest in obligations of the U.S. Treasury, agencies, and instrumentalities, certificates of deposit, repurchase agreements, money market accounts, bank deposits and the State Treasurer's investment pool. In addition, there are various restrictions limiting the amount and length of deposits and investments.

At year end, the carrying amount of the Town's deposits was \$1,199,870 and the bank balance was \$1,395,937. Of the bank balance, \$206,573 was covered by federal depository insurance. The balance is insured by state depository insurance.

TOWN OF BOXFORD, MASSACHUSETTS
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS - CONTINUED
YEAR ENDED JUNE 30, 1995

4. Cash and Investments:

Investments are categorized into these three categories of credit risk:

- (1) Insured or registered, or securities held by the government or its agent in the government's name.
- (2) Uninsured or unregistered, with securities held by counterparty's trust department or agent in the government's name.
- (3) Uninsured or unregistered, with securities held by counterparty's trust department or agent but not in the government's name.

The following schedule categorizes the Town's investments:

	Category <u>1</u>	Category <u>2</u>	Category <u>3</u>	Total	Market Value
Investment:					
U.S. Treasury obligations	\$530,463			\$530,463	\$540,397
Government obligations	<u>10,374</u>			<u>10,374</u>	<u>10,371</u>
	540,834			540,837	550,768
Investments not subject to categorization:					
State Treasurer's Investment Pool				377,258	377,258
Money Markets				861,206	1,007,482
Certificates of Deposit				272,851	274,458
Mutual Funds				<u>35,947</u>	<u>36,305</u>
Total Town Funds				<u>\$2,088,099</u>	<u>\$2,246,271</u>

Following is a reconciliation of investments and cash and short-term investments as summarized above to the balance as recorded in the combined balance sheet:

	Investments	Cash and Short-term Investments
As presented above	\$2,088,099	\$1,199,870
Reclass: Short-term investments reported in combined balance sheet as cash and short-term investments: As follows:		
Mutual funds	(35,947)	35,947
Money Market investments	(861,206)	861,206
State Treasurer's Investment Pool	<u>(377,258)</u>	<u>377,258</u>
	<u>\$813,688</u>	<u>\$2,474,281</u>

TOWN OF BOXFORD, MASSACHUSETTS
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS - CONTINUED
YEAR ENDED JUNE 30, 1995

5. Property taxes:

Real and personal property taxes are based on values assessed as of each January 1 and are normally due on August 1, November 1, February 1, and May 1 or thirty days subsequent to mailing date. By law, all taxable property in the Commonwealth must be assessed at 100% of fair cash value. Taxes due and unpaid after the respective due dates are subject to interest and penalties. The Town has an ultimate right to foreclose on property for which taxes have not been paid. Property taxes levied are recorded as receivables, net of estimated uncollectibles, in the fiscal year of the levy. Property tax revenues are recorded in accordance with the modified accrual basis of accounting described in Note 2(c).

A statewide tax limitation statute known as "Proposition 2 1/2" limits the property tax levy to an amount equal to 2-1/2% of the value of all taxable property in the Town. A secondary limitation is that no levy in a fiscal year may exceed the preceding year's allowable tax levy by more than 2-1/2%, plus taxes levied on certain property newly added to the tax rolls. Certain "Proposition 2-1/2" taxing limitations can be overridden by a Town wide referendum vote.

6. Other receivables:

The principal amounts classified as other receivables in the General Fund included the following at June 30, 1995:

Motor vehicle excise	\$ 96,303
Tax titles and possessions	<u>110,525</u>
	<u>\$206,828</u>

TOWN OF BOXFORD, MASSACHUSETTS
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS - CONTINUED
YEAR ENDED JUNE 30, 1995

7. Long Term Debt:

As of June 30, 1995, the Town had the following outstanding long-term debt:

General Obligations Bonds

Description	Year Issued	Year Due	Rate	Original Principal Amount	Outstanding At July 1, 1994	Bond Retirements	Outstanding At June 30 1995
INSIDE DEBT							
LIMIT							
Cole I	11-88	11-98	6.0-6.35	4,130,000	\$2,055,000	\$415,000	1,640,000
Cole II	04-89	04-99	7.1-7.2	1,950,000	975,000	195,000	780,000
Spofford Pond	05-91	05-09	6.25-8.75	2,100,000	<u>1,725,000</u>	<u>125,000</u>	<u>1,600,000</u>
TOTAL INSIDE DEBT					<u>4,755,000</u>	<u>735,000</u>	<u>4,020,000</u>
TOTAL DEBT					<u>\$4,755,000</u>	<u>\$735,000</u>	<u>\$4,020,000</u>

Payments of general long-term obligations due in future years consist of the following:

	Principal	Interest	Total
Year ending June 30,			
1996	\$ 730,000	\$ 254,500	\$ 984,500
1997	730,000	207,103	937,103
1998	730,000	159,477	889,477
1999	730,000	111,483	841,483
2000	125,000	76,237	201,237
Thereafter	<u>975,000</u>	<u>326,937</u>	<u>1,301,937</u>
	<u>\$4,020,000</u>	<u>\$1,135,737</u>	<u>\$5,155,737</u>

8. Temporary Borrowing:

The Town is authorized to borrow on a temporary basis to fund the following:

- Current operating costs prior to the collection of revenues through issuance of revenue or tax anticipation notes (RANS or TANS).
- Capital project costs and other approved expenditures incurred prior to obtaining permanent financing through issuance of bond anticipation notes (BANS) or grant anticipation notes (GANS).

TOWN OF BOXFORD, MASSACHUSETTS
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS -CONTINUED
YEAR ENDED JUNE 30, 1995

8. Temporary Borrowing - continued:

Temporary loans are general obligations of the Town and carry maturity dates which are limited by statute. Interest expenditures for temporary borrowing are accounted for in the General Fund.

The Town borrowed on its own behalf BANS in the Capital Projects Fund. BANS outstanding at June 30, 1995 are listed below:

<u>Description</u>	<u>Date of Issue</u>	<u>Date of Maturity</u>	<u>Interest Rate</u>	<u>Outstanding at June 30, 1995</u>
Bond Anticipation Note	6/20/95	6/20/96	3.87%	\$430,000
Bond Anticipation Note	4/21/95	8/30/95	4.30%	<u>300,000</u>
Total				<u>\$730,000</u>

As of June 30, 1995, the Town had \$810,000 authorized and unissued debt. The BAN maturing on August 30, 1995 was retired as scheduled.

9. Commitments and Contingencies:

Various legal actions and claims are pending against the Town. Litigation is subject to many uncertainties, and the outcome of individual litigated matters is not always predictable. Although the amount of liability, if any, at June 30, 1995, cannot be ascertained, management believes any resulting liability should not materially affect the financial position of the Town at June 30, 1995.

The Town participates in a number of Federal financial assistance programs. Although the Town grant programs have been audited in accordance with the provisions of the Single Audit Act of 1984 through June 30, 1995, these programs are still subject to financial and compliance audits. The amount, if any, of expenditures which may be disallowed by the granting agencies cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

10. Retirement System:

Plan description -

The Town contributes to the Essex County Retirement System, a multiple employer plan established under Chapter 32 of the General Laws of the Commonwealth of Massachusetts. The Town's payroll for employees covered by the System for the year ended June 30, 1995 was \$1,577,780.

TOWN OF BOXFORD, MASSACHUSETTS
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS - CONTINUED
YEAR ENDED JUNE 30, 1995

Retirement System - continued:

Substantially all full-time and some part time employees of the Town, except teachers and certain administrative personnel employed by the School Department, participate in the System. Benefits paid under the plan, referred to as "retirement allowance," include both an annuity portion, funded principally from amounts contributed by the participants, and a pension portion funded by the Town.

The participants contribute a certain percentage of their compensation annually, determined by their date of employment as follows:

<u>Year employed</u>	<u>Employee contribution rate</u>
Prior to 1975	5%
1975 - 1983	7%
1984 and later	8%
1979 and later	2% of salary in excess of \$30,000

The employer contribution by the Town as determined by the actuarial valuation of January 1, 1992, consists of the amount required to pay the employer normal cost plus the amortization of the original unfunded actuarial liability.

Teachers and certain administrative employees of the School Department participate in a contributory retirement plan administered by the Massachusetts Teachers Retirement Board. Contributions to this plan are made entirely by the Commonwealth of Massachusetts, and therefore, the Town does not contribute to the plan.

Funding status and progress-

The amount shown below as the "pension benefit obligation" is a standardized disclosure measure of the present value of pension benefits, adjusted for the effects of projected salary increases and step-rate benefits, estimated to be payable in the future as a result of employee service to date. The measure is intended to help users assess the funding status of the System on a going-concern basis, assess progress made in accumulating sufficient assets to pay benefits when due, and make comparisons among employers. The measure is the actuarial present value of credited projected benefits and is independent of the funding methods used to determine contributions to the System.

Statement No. 5 of the Governmental Accounting Standards Board requires that actuarial valuations be performed at least biennially, with an actuarial update to the date 12 months after that biennial valuation. A new valuation is required if significant changes have been made to benefit provisions since the last valuation. The most recent actuarial valuation of the system was prepared by the Massachusetts Retirement Law Commission as of January 1, 1992.

TOWN OF BOXFORD, MASSACHUSETTS
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS - CONTINUED
YEAR ENDED JUNE 30, 1995

10. Retirement System - continued:

Significant actuarial assumptions used in the valuation include:

1. Rate of investment return of 8.5% per annum, compounded annually.
2. Projected salary increase of 6% per annum, compounded annually.
3. No cost-of-living increases have been assumed as these benefits are the responsibility of the state.
4. The \$30,000 salary pay cap no longer applies for purposes of benefit determination.
5. Assets are valued at market value as reported to the Public Employees' Retirement Administration.

Because the last available summary of the unfunded pension benefit obligation of the Town of Boxford portion of the Essex County Retirement System is as of January 1, 1992, detail surrounding the unfunded actuarial accrued liability has not been presented.

Contribution requirements and contributions made -

In accordance with Massachusetts General Laws, employer contributions to the System have historically been determined on a pay-as-you-go basis. Generally accepted accounting principles require that the annual minimum provision for pension costs should include normal cost, interest on unfunded past service cost liability, and amortization of unfunded vested benefits, based on an acceptable actuarial cost method.

The Pension Reform Act of 1987 was enacted by the State Legislature in January 1988. The act amends Chapter 32 of the General Laws and requires amortization of the unfunded pension liability over a minimum forty-year period. The law also permits each retirement board to waive the \$30,000 pay cap for employees hired after 1978 and, accordingly, the Board of Directors of the Essex County Retirement System voted to waive the pay cap effective January 1, 1989. Beginning July 1, 1994, the employer contribution is determined using the various funding schedules derived under Section 22D. These include at a minimum, amounts for the employer normal cost plus the amortization of the original unfunded actuarial liability.

The employer contribution to the System for the year ended June 30, 1995, was \$209,700 (13.3 percent of the current covered payroll); employee contributions for the period were \$115,348 (7.4 percent of covered payroll). The three year and ten year historical trend information required by Statement No. 5 of the Governmental Accounting Standards Board will be presented in future years as the data becomes available from the Massachusetts Retirement Law Commission.

TOWN OF BOXFORD, MASSACHUSETTS
NOTES TO GENERAL PURPOSE FINANCIAL STATEMENTS -CONTINUED
YEAR ENDED JUNE 30, 1995

11. Risk Financing:

The Town is exposed to various risks of loss related to torts; theft of damage to and destruction of assets; errors and omissions; natural disasters and various employee benefits including health, workers' compensation and unemployment compensation.

The Town is a part of a premium based self insurance group which insures for worker's compensation, general and personal liability, through the Massachusetts Inter-local Insurance Association (MIIA). The Town essentially transfers risk through payment of an annual assessment which is adjusted according to the Town's experience history. All other insurance is carried through conventional carriers.

12. Landfill Closure and Postclosure Care Costs:

The Town's landfill is not closed. It is scheduled to be closed however in July of 1998. At that time a final cover will be installed in accordance with State and Federal laws and regulations. Those laws and regulations also require the Town to perform certain maintenance and monitoring functions ("Postclosure care") at the site for 30 years after the landfill cover is installed. In accordance with generally accepted accounting principles, the estimated cost of closure and postclosure care costs has been estimated at this time to be \$1,970,000. Because 80% of the landfill has been used to date 80% of \$1,970,000 or \$1,576,000 has been established as the Town's liability and has been accrued in the General Long Term Obligations Account group.

13. Deficits:

The Capital Projects Fund has a deficit of \$286,701. This deficit is anticipated to be funded through future bond issues.

BOARD OF ASSESSORS

The Boxford Board of Assessors was fully staffed again this year. Mrs. Mary Morton was elected in May to a three year term. Ken Kretsch,. who had continued to serve the Board as Assistant Assessor, resigned the position in September. His transitional help was greatly appreciated.

The state required Remeasure/Relist Program was completed with only a few parcels left to be processed in early 1996. Impact notices were sent to home owners whose assessments were raised by \$5,000 or more and hearings were held to discuss the reasons found for the increase. Notices for parcels reviewed for the third and fourth quarters of 1995 will be sent out in early 1996.

The tax rate for 1996 has been set at \$13.45 per thousand of assessed valuation. Once again, strong new growth was the major influence in keeping the tax rate to a minimum.

Board of Assessors,

Edward Checkwood, Chairman
Mary Morton
A Gordon Price

THE COMMONWEALTH OF MASSACHUSETTS

Department of Revenue

TAX RATE RECAPITULATION

OF

FISCAL 1996

Town of Boxford
City or Town

I. TAX RATE SUMMARY

- A. Total Amount to be Raised (from IIE) \$ 12,758,477.93
B. Total Estimated Receipts and Other Revenue Sources (from IIE) 3,846,718.74
C. Tax Levy (IA minus IB) \$ 8,911,759.19
D. Distribution of Tax Rates and Levies ☒ Classified ☐ Unclassified

(a) Class	(b) Levy Percentage (from LA-5)	(c) IC above times Each percent in col (b)	(d) Valuation by Class (from LA-5)	(e) Tax Rates (c) + (d) x 1000	(f) Levy by Class (d) x (e) ÷ 1000
Residential	96.9660	8,641,376.41	642,481,644	13.45	8,641,378.11
Open Space	.4928	43,917.15	3,265,100	13.45	43,915.60
Commercial	.9112	81,203.95	6,037,675	13.45	81,206.73
Industrial	.1141	10,168.32	755,800	13.45	10,165.51
SUBTOTAL	98.4841		652,540,219		8,776,665.95
Personal	1.5159	135,093.36	10,044,107	13.45	135,093.24
TOTAL	100%		\$662,584,326		\$8,911,759.19

MUST EQUAL IC

Board of Assessors of TOWN OF BOXFORD NOVEMBER 13, 1995 (508) 887-3674
City or Town Date Tel. No.
2. Mary J. Martin 3.

Do Not Write Below This Line — For Department of Revenue Use Only

Reviewed By _____ FY96 Growth \$ _____
Date _____ FY96 Levy Limit \$ _____
Tax Rate(s) I. _____ FY97 Base \$ _____
II. _____ FY96 Estimated Receipts \$ _____
III. - V. _____ FY96 Overlay \$ _____

Director of Accounts

Date

II. AMOUNT TO BE RAISED

A.	APPROPRIATIONS (col. (b) through col. (e) from Schedule B, Page 4)	\$ 11,066,220.74
B.	OTHER AMOUNTS TO BE RAISED	
1.	Amounts certified for tax title purposes	\$ 12,000.00
2.	Debt and interest charges not included in Schedule B	\$ 1,268,713.50
3.	Final court judgments	\$ 0
4.	Total overlay deficits of prior years	\$ 0
5.	Total cherry sheet offsets (see cherry sheet I-ER)	\$ 10,058.00
6.	Revenue deficits	\$ 0
7.	Offset receipts deficits Ch. 44, Sec. 53E	\$ 0
8.	Authorized Deferral of Teachers' Pay	\$ 0
9.	Snow and Ice deficit Ch. 44 Sec. 31D	\$ 0
10.	Other (specify on separate letter) ^{Veterans} County Retirement	\$ 248,104.61
	TOTAL B (Total lines 1 through 10)	\$ 1,538,876.11
C.	STATE AND COUNTY CHERRY SHEET CHARGES (C.S. I-EC cols. 1 and 2)	\$ 86,536.00
D.	ALLOWANCE FOR ABATEMENTS AND EXEMPTIONS (OVERLAY)	\$ 66,845.08
E.	TOTAL AMOUNT TO BE RAISED (Total IIA through IID)	\$ 12,758,477.93

III. ESTIMATED RECEIPTS AND OTHER REVENUE SOURCES

A.	ESTIMATED RECEIPTS — STATE	
1.	Cherry Sheet Estimated Receipts (C.S. I-ER Total)	\$ 1,441,363
2.	Cherry Sheet Overestimates (C.S. I-EC Part E col. 3)	\$ 14,324
	TOTAL A (Total Lines 1 and 2)	\$ 1,455,687.00
B.	ESTIMATED RECEIPTS — LOCAL	
1.	Local Receipts Not Allocated (Page 3, col. (b), Line 23)	\$ 1,000,000
2.	Offset Receipts (See Schedule A-1)	\$ 0
3.	Enterprise Funds (See Schedule A-2)	\$ 143,875
4.	Revolving Funds (See Schedule A-3)	\$ 25,000
	TOTAL B (Total Lines 1 through 4)	\$ 1,168,875.00
C.	REVENUE SOURCES APPROPRIATED FOR PARTICULAR PURPOSES	
1.	Free Cash (Page 4, col. (c))	\$ 573,722
2.	Other Available Funds (Page 4, col. (d))	\$ 648,434.74
	TOTAL C (Total Lines 1 and 2)	\$ 1,222,156.74
D.	OTHER REVENUE SOURCES APPROPRIATED SPECIFICALLY TO REDUCE THE TAX RATE	
1.	Free Cash... date of appropriation (/ /)	\$ 0
2.	Municipal Light Source	\$ 0
3.	Teachers' Pay Deferral	\$ 0
4.	Other Source (Specify)	\$ 0
	TOTAL D (Total Lines 1 through 4)	\$ 0
E.	TOTAL ESTIMATED RECEIPTS AND OTHER REVENUE SOURCES (Total IIIA through IIID)	\$ 3,846,718.74

IV. SUMMARY OF TOTAL AMOUNT TO BE RAISED AND TOTAL RECEIPTS FROM ALL SOURCES

FILL IN AFTER PAGE 1 IS COMPLETE.

A.	TOTAL AMOUNT TO BE RAISED (from IIE)	\$ 12,758,477.93
B.	TOTAL ESTIMATED RECEIPTS AND OTHER REVENUE SOURCES (from IIIE)	\$ 3,846,718.74
C.	TOTAL REAL AND PERSONAL PROPERTY TAX LEVY (from IC)	\$ 8,911,759.19
D.	TOTAL RECEIPTS FROM ALL SOURCES (TOTAL IVB plus IVC)	\$ 12,758,477.93
	(IVA MUST EQUAL IVD)	

SCHEDULE A. LOCAL RECEIPTS NOT ALLOCATED*

81.

	(a) Actual Receipts Fiscal 1995	(b) Estimated** Receipts Fiscal 1996
1. Motor Vehicle Excise	\$ 826,790	\$ 660,000
2. Other Excise (Including Hotel/Motel)		
3. Penalties and Interest on Taxes and Excises	44,031	40,000
4. Payments in Lieu of Taxes (Including 121As)		
5. Charges for Services — Water		
6. Charges for Services — Sewer		
7. Charges for Services — Hospital		
8. Charges for Services — Trash Disposal		
9. Other Charges for Services		
10. Fees		
11. Rentals		
12. Departmental Revenue — Schools		
13. Departmental Revenue — Libraries		
14. Departmental Revenue — Cemeteries		
15. Departmental Revenue — Recreation		
16. Other Departmental Revenue	42,667	40,000
17. Licenses and Permits	182,048	155,000
18. Special Assessments		
19. Fines and Forfeits	41,371	40,000
20. Investment Income	76,136	65,000
21. Miscellaneous Recurring (please specify)		
22. Miscellaneous Non-Recurring (please specify)	11,614	
23. TOTALS	\$ 1,224,657.00	\$ 1,000,000.00

I hereby certify that the actual receipts from the preceding fiscal year as shown in column (a) are, to the best of my knowledge and belief, true, correct and complete, and I further certify that I have examined the entries made on page 4 of the fiscal 1996 tax rate recapitulation form by the City or Town Clerk and hereby acknowledge that such entries correctly reflect the appropriations made and the sources from which such appropriations are to be met.

Nov 1, 1995
Date


Accounting Officer:

(508) 887-0710
Telephone No.

* Receipts voted by the City/Town Council or Town Meeting as offsets to the appropriation of a specific department listed on Schedule A-1, enterprise fund on Schedule A-2 or revolving fund on Schedule A-3 must not be included in columns (a) or (b).

** If any estimate in column (b) is greater than the actual line item in column (a), factual support for the increase should be submitted in writing for approval of the Commissioner of Revenue. Also, if any estimate in column (b) is less than the actual line item in column (a) by a significant amount, a note explaining this difference must also be submitted.

* Enter in this column the fiscal year to which the appropriation relates, i.e., fiscal year 1995 or fiscal 1996.

*** See Schedules A-1, A-2 and/or A-3.

TOWN OF BOXFORD	NOV. 1, 1995	<i>Leticia A. Philby</i>	(508) 887-0806
City/Town	Date	Clerk	Tel. No.

BOXFORD FINANCE COMMITTEE

Observing the Town's burgeoning growth rate, the Finance Committee commented in its 1993 Annual Report, stating that "...new growth will assuredly result in increased services and costs to Town government." The soft real estate market characteristic at the beginning of this decade has given way to an unprecedented surge of new construction growth. While the rate of new construction appears to have peaked in 1993, Boxford is left to cope with increased spending due to expanding demand for local services. All Town departments have experienced additional financial burdens but none more prominent is the financial burden placed on both Masconomet and the elementary schools due to increased school populations complicated by state imposed (but unfunded) mandates under the Education Reform Act of 1993, and the unfunded cost of special education mandated under M.G.L., Chapter 766. This new growth has spawned prospects of increased capital spending for municipal facilities such as schools, police and town offices. The combination of new capital projects and an increased demand for limited operating resources continues to have a dramatic effect on Boxford's tax rate.

The following reflects Boxford's total spending for the 12 months ending June 30, 1995. This includes operating expenditures approved as part of the Town's budget, expenditures approved by the Town as warrant articles, and other obligations which are outside the budget process such as employee pension benefits and inter-governmental charges.

FY-95 TOTAL TOWN SPENDING

Masconomet & North Sh. Voc.	\$2,691,405	25.4%
Elementary Schools	\$3,096,565	29.2%
All Other Town Departments	\$2,364,129	22.3%
Warrant Articles	\$1,371,697	12.9%
General Insurance	\$ 108,614	1.0%
Employee Benefits	\$ 381,914	3.6%
Employee Pension	\$ 209,700	2.0%
Debt Service (net of State Reimb.)	\$ 291,247	2.7%
Inter-Governmental Charges	\$ 90,359	.9%
Total Town Appropriations	\$10,605,630	100%

Boxford's tax revenue is driven principally by two independent growth factors which impact the Town's assessment base. The first is growth resulting from the creation of new house lots and new home construction. This can cause very dramatic increases in revenue during periods when the level of new construction increases, however this form of new revenue growth is more than off set by dramatic increases in the cost of municipal services required by a rapidly expanding population. The second is the process of revaluation which the Town undertakes by law every three years. The revaluation process brings everyone's property assessment in line with market values and contributes to the Town's revenue growth as property values increase. During

periods when market values decline, as they did in the early 90's, the Town's tax revenue can be adversely affected as well.

The FY-96 tax rate was set by the Assessors at \$13.45 per \$1,000 of assessed property value. For example, a property assessed at \$300,000 would result in a property tax liability of \$4,035 ($\13.45×300). Clearly, the FY-96 tax rate was lower than the FinCom had anticipated last May and was the result of a larger than expected increase in tax revenue resulting from new construction. As evidenced by the reduced number of new building permits issued during FY-95 and FY-96, the rate of new construction growth appears to have declined. Consequently, the FinCom believes that the rate of revenue growth resulting from new construction will not be sustained and anticipates that revenue growth from new construction in the foreseeable future will return to more traditional levels.

As of March, 1996, Town spending for the twelve months ending June 30, 1996 is anticipated to total over \$11.5 million.

FY-96 PROJECTED TOWN SPENDING

Masconomet & North Sh. Voc.	\$2,938,779	25.5%
Elementary Schools	\$3,405,628	29.5%
All Other Town Departments	\$2,603,558	22.6%
Warrant Articles	\$ 1,192,514	10.3%
General Insurance	\$ 121,509	1.0%
Employee Benefits	\$ 410,850	3.6%
Employee Pension	\$ 239,438	2.1%
Debt Service (net of State Reimb.)	\$ 523,033	4.5%
Inter-Governmental Charges	\$ 107,203	.9%
Total Town Appropriations	\$11,542,512	100%

Assuming that Boxford is successful in managing its FY-96 spending to within the above estimated levels, the resulting anticipated spending increased is \$936,882 or approximately 8.8%. This increase occurs in spite of a relatively low rate of inflation, and is largely driven by the burden which rapid growth places on Boxford's ability to deliver an acceptable level of municipal services to all its citizens. Clearly, accelerated growth has caused increased financial pressures which have impacted all aspects of the Town's budget. These pressures will not likely diminish over the next year or two and tax-payers will face difficult budget choices.

The Finance Committee intends to provide an unbiased estimate as to the tax implications of these various decisions so that tax-payers can make informed judgments. While every attempt is made to obtain information from reliable sources which are believed to be accurate and timely, the Finance Committee emphasizes that all projections are merely estimates based on the best information available at the time. The Finance Committee takes no position with respect to issues until such time as such issues are properly put before the Town in the form of a warrant article. Accordingly, all recommendations made by the FinCom with respect to economic and financial issues shall be made at the time of Town Meeting. These added financial pressures will likely diminish Boxford's "Free Cash" position. The Finance Committee believes strongly that

warrant article spending must be controlled, otherwise our cash reserves can quickly be depleted to dangerously low levels.

Status of Available Resources
As Of 12/31/95

Stabilization Fund	\$238,041
Reserve for Extraordinary and Unexpected Expenses	\$75,000
Certified "Free Cash"	\$1,189,961
Finance Committee Reserve Fund	\$99,301

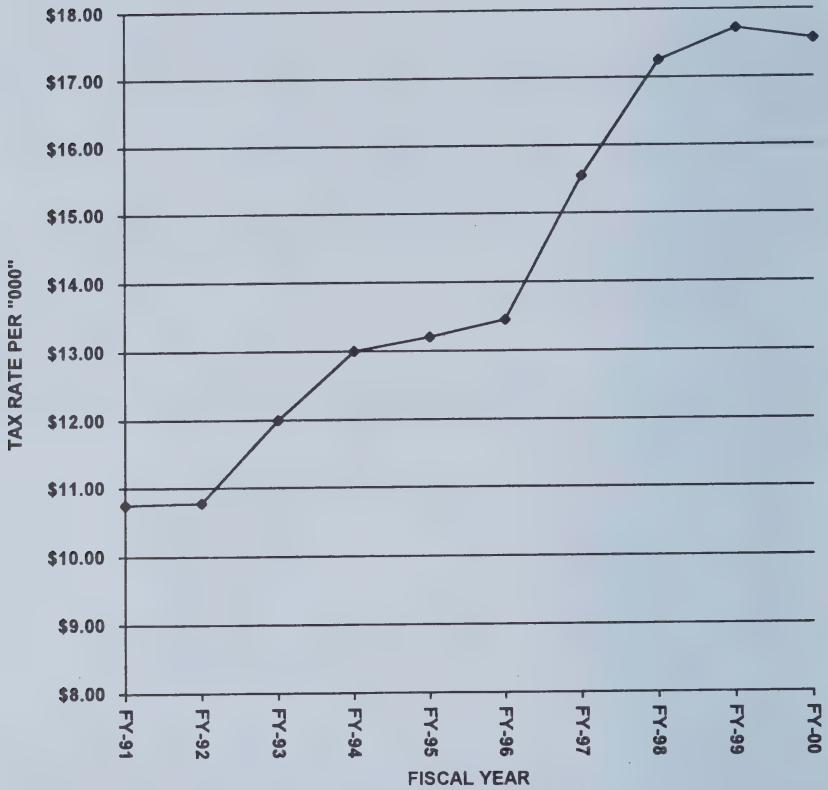
Over the next few years, voters will be considering a number of major capital projects. For the purposes of projecting their economic impact on the tax rate, should all of the anticipated capital projects be approved, the Finance Committee used the most current project cost estimates available.

Capital Project	Est. Cost *
Elementary School Expansion	\$5,280,400
Landfill Closure	\$1,000,000
New Town Hall	\$2,200,000
New or expanded Police Building	\$1,800,000
MASCO Expansion & Renovations	\$6,000,000
Total Cost	\$16,280,400

* The actual cost associated with each project may be higher or lower

Because the planning for these projects is in various stages, exact cost estimates are not yet available. Nevertheless, the Finance Committee continues to closely monitor their progress. Should all of the above projects be approved by the Town within the time frame anticipated, the budget impact resulting from the annual debt service will increase from its present level of \$523,000 to approximately \$1,917,000 by FY-99. The attached graph reflects the FinCom's estimate of the impact on Boxford's real estate tax rate over the next few years which results just from the cost of these capital projects assuming that all operating budgets remain static. Please remember that this is merely an estimate based on many variables and should be taken only as an indication of the trend. Clearly the steep increase reflected in the estimated tax rate is driven largely by the projected growth in debt service expense.

ESTIMATED REAL ESTATE TAX RATE



Respectfully submitted,

Boxford Finance Committee

J. "Duke" Brown, Chairman
 Bob Eisenberg, Vice Chairman
 Bob Conroy
 Joe Humphrey
 Charles Laderoute
 Don Scutiery
 Bob Was

OFFICE OF THE TREASURER/COLLECTOR OF TAXES

REPORT OF CASH, INTEREST INCOME AND DEBT

FISCAL YEAR 1995, ENDING JUNE 30, 1995

1. Cash Balances in the custody of the Treasurer as of June 30, 1995 were as follows:

General Fund Cash:	\$2,747,005.66
Trust, Gift & Restricted:	<u>542,928.76</u>
TOTAL ALL FUNDS:	\$3,289,934.42 =====

2. Investment income earned during the year ended June 30, 1995 was as follows:

General Fund Cash:	\$ 76,135.66
Trust, Gift & Restricted:	<u>\$ 26,257.76</u>
TOTAL E.O.I. ALL FUNDS:	\$ 102,393.42 =====

3. Outstanding debts as of June 30, 1995 were as follows:

<u>Purpose</u>	<u>Rate</u>	<u>Principal Due</u>
Cole School Renovations	*	\$2,120,000.00
Spofford School Renovations	**	\$1,900,000.00
Chadwick Land Purchase	4.30%	\$ 300,000.00
		\$4,320,000.00

* Rate varies over term from 6.00% to 6.35%

** Rate varies over term from 6.00% to 8.75%

The schedule of Trust, Gift and Restricted Funds reflecting receipts, expenditures and transfers for the Fiscal Year 1995 is attached as part of this report.

Respectfully submitted,

Alan J. Benson
Treasurer/Collector of Taxes

TOWN OF BOXFORD - Trust, Gift and Restricted Funds

FUND NAME	RESPONSIBLE BOARD	BALANCE 7/1/94	RECEIPTS	PAYMENTS	ALLOCATED INTEREST	BALANCE 6/30/95
TRUST FUNDS:						
Post War Re-hab Fund	Commission	1,367.31			70.11	1,437.42
Sarah Perry Trust Fund	Commission	10,924.00			560.13	11,484.13
Curtis Kilham Burial Fund	Commission	2,272.52			116.52	2,389.04
Boxford Visiting Nurse Fund	Commission	15,482.19			793.83	16,276.04
Tri-Centennial New Park Fund	Commission	8,651.28			443.60	9,094.88
Priest Parkhurst Cole Fund	Commission	9,187.27	13,000.00	12,850.00	478.77	9,816.04
Michelle Wilbur Fund	Commission	0.00	9,025.93		462.81	9,488.74
East Parish Library Fund	Library	423.02			21.69	444.71
West Parish Library Fund	Library	168.08			8.62	176.70
Emma St. Cole Library Fund	Library	2,139.27			109.69	2,248.96
Mary Steed Holmes Library Fund	Library	562.21			28.83	591.04
Milton Dorsner Fund	Library	1,508.37			77.34	1,585.71
Mary Getser Fund	Library	1,394.65			71.51	1,466.16
Town School Fund	Comm Schl Funds	12,645.42			648.40	13,293.82
Barker Trust Fund	Elem. School	57.69	3,000.00	400.00	156.78	3,214.47
Griffin Fund	Elem. School	8,804.15			430.92	8,835.07
Trust Sub-Total		\$75,587.43	\$25,025.93	\$13,250.00	\$4,479.57	\$91,842.93
GIFT FUNDS:						
Library Equipment Donation Fund	Library	112.41				112.41
Memorial Gifts to Library Fund	Library	2,312.88	8,781.30	3,497.28		7,596.90
Council on Aging Donations	Uncl. Aging	1,898.66	1,515.00	1,142.42		2,271.24
D.A.R.s Pond Garden	Police	2,775.10	675.00			3,450.10
Fire Department Donations	Elem. School	4.95	3,951.75	4.95		0.00
Underground Tank Study	Fire Dept.	201.29		3,912.74		240.30
	Study Comm.	151.75		151.75		0.00
Gift Fund Sub-total		\$7,457.04	\$14,923.05	\$8,709.14		\$13,670.95
RESTRICTED FUNDS:						
Arts Council	Arts Council	569.73	3,000.00	3,250.00	42.01	361.74
Boxford Housing Dev. Deposit	Plan. Board	9,486.73			512.14	9,998.87
Memorial Hill Dev. Deposit	Plan. Board	11,387.57			601.19	11,988.76
Joseph Smith Dev. Deposit	Plan. Board	0.00				0.00
Scholarship Fund	Scholar. Com.	814.20	915.41	800.00	52.52	982.13
Stabilization Fund	Town Meet.	254,786.98			13,254.91	268,041.89
Conservation Fund	Cons Com	28,635.34	10.00	1,229.40	1,478.31	28,894.25
Unemployment Fund	Selectmen	22,685.61	2,711.00	2,492.16	24,093.93	24,093.93
Conservation Fund	Commission	44,003.00	26,309.00	3,244.30	3,395.13	70,463.73
CONSUL. P/B ConsCom (var.)	P/B ConsCom	29,904.43	25,809.00	34,376.35	1,252.50	22,589.58
EARNINGS ON INVESTMENTS		0.00	26,257.76	26,257.76		0.00
GRAND TOTALS-----		\$485,318.06	\$124,962.05	\$93,609.11	\$26,257.76	\$542,928.76

BOARD OF COMMISSIONERS OF TRUST FUNDS

The purpose of the Board of Commissioners of Trust Funds (BCTF) is to oversee the trust funds given or bequested to the Town which are not specifically under the direction and control of other Town officials or trustees. The Boxford BCTF first came into existence in 1992 with the Commissioners elected at the Town Election. Prior to 1992 oversight of general trust funds was vested with the Board of Selectmen. In 1993, the BCTF took responsibility for oversight and administration of the Perley-Parkhurst-Cole Trust Fund. Oversight of this fund is now the Board's major responsibility.

Citizens of the Town of Boxford who wish to make a request for consideration of use of funds controlled by this Board should contact one of the members. The members would also be pleased to answer any questions that a citizen may have regarding our activities and responsibilities or regarding the funds that we oversee.

The most important work of the BCTF in 1995 was the review and determination of funding award and scholarship requests submitted to the Perley-Parkhurst-Cole Trust Fund. Disbursements for 1995 are shown in detail elsewhere in this report. In conjunction with the Boxford Accountant and other parties, the BCTF supported the closing out of two minor Gift funds and transfer of balances as follows: Spofford Pond Garden transfer to Spofford Pond School Book Fund and Underground Tank Study transfer to the Fire Department Gift Fund. For administrative purposes, the BCTF working with other parties sought the dissolving of the Committee on School Funds and transfer responsibility of oversight of the Town School Fund to this Board.

Respectfully submitted,

Judith Carr, Chair
Charles D. Laderoute, Clerk
Alexander M. Colby

**TOWN OF BOXFORD
BOARD OF COMMISSIONERS OF TRUST FUNDS**

PERLEY-PARKHURST-COLE MEMORIAL TRUST FUND - 1995 AWARDS

The awards from the Perley-Parkhurst-Cole Trust Fund for 1995 were as follows:

Masconomet Scholarship	5,000
------------------------	-------

Scouting Groups

Boxford Boy Scouts Troop # 51	400
Boxford Explorer Post # 911	400
Hamilton Junior Girl Scouts Troop 598	250
Hamilton Boy Scout Troop # 35	400
Hamilton Explorer Post # 35	<u>400</u>
SubTotal	1,850

Scholarships

Brandon Brown	1,000
Corey Manuel	1,000
Charlene Bourque	750
Heather Shields	750
Jennifer McWeeny	500
James Theodore	500
Christopher Gori	500
Michael St. Pierre	500
Wendy Pearl	<u>500</u>
SubTotal	6,000

BCTF Total	7,850
------------	-------

Grand Total	12,850
-------------	--------

CAPITAL BUDGETING COMMITTEE

The Committee welcomed Kurt Kaiser from the Planning Board, replacing Ellen Maynard; and Robert Was and Charles Laderoute from the Finance Committee, replacing Ruth Bortzfield and Winston Rose (an original member of this committee). The Committee began the annual process of gathering data throughout the Town to create this year's five-year capital projection.

It is noted, with some frustration, that an orderly planning process can be subverted by the unforeseen, the unexpected or by lack of foresight. Examples of unplanned FY 1996 expenditures have been:

Witch Hollow Farm purchase	\$245,000 (net)
Camp Stepping Stone waste disposal	40,000
FinCom reserve addition (driven by default of school bus contractor)	100,000
Land Use Plan Study	40,000
Landfill soccer field completion	40,000
Test Well - Public water supply	30,000
Additional 2nd Grade Teacher	25,402
TOTAL	\$520.402

At this writing (mid-February) the committee is looking at capital requests for FY 1997 which total \$700,000; the task of prioritization, which lies immediately ahead, will not be easy.

The new prioritized five-year plan will accompany the Warrant for Annual Town Meeting, so that taxpayers will be able to make informed decisions on the multiple capital expenditures facing Boxford as it continues to grow. Last year's five-year plan is attached for comparison.

Peter K. Race, Chairman
Kurt B. Kaiser
Charles D. Laderoute
Enid E. Thuermer
Robert A. Was

CAPITAL BUDGET

April 3, 1995

	<u>FY 96</u>	<u>FY 97</u>	<u>FY 98</u>	<u>FY 99</u>	<u>FY 00</u>
DPW Equipment	90,000	53,000	133,000	90,000	150,000
	Diesel mower	Truck	Dump body roller	Dsl.cab& chassis	Dsl.cab& chassis
Municipal Bldgs Space Needs	100,000	135,000	270,000	270,000	270,000
Police Cruisers	48,400	24,200	48,400	24,200	48,400
Fire Equipment	189,000	48,500	51,000	100,500	210,000
	Engine repair	SCBA units Stn.exhaust	Forestry	LDH unit cab chas	Engine #4
Fire Personnel	22,500	0	0	0	0
	Chief				
Landfill Closure	0	0	0	0	189,000
El. School Technology	102,000	274,075	230,950	146,934	31,450
		Various	Various	Various	Various
El. Sch. Space	300,000	133,000	453,500	440,500	427,500
Assessors Extra	0	0	0	0	0
Board of Health	121,000	15,000	0	0	0
	Pond study & Be't.Bond	Health Dist			
Stiles Pond Dam	40,000	0	0	0	0
Masco Renovations	0	250,000	250,000	250,000	92,500
Conservation Comm.	0	0	25,000	0	25,000
			Land Acq		Land Acq
Communications	0	0	0	0	0
Recycling Comm.	15,000	0	0	0	0

	<u>FY 96</u>	<u>FY 97</u>	<u>FY 98</u>	<u>FY 99</u>	<u>FY 00</u>
A.C.O.	0	0	0	0	0
Chadwick Land	138,000	0	0	0	0
(Net to Town)					
Planning Board	0	0	0	0	0
Libraries	0	17,000	0	0	0
Feas. Study					
Land Preservation	0	200,000	0	200,000	0
Recreation Comm.	0	0	0	0	0
Selectmen	165,000	50,000	0	0	0
Roads, Copy		Painting			
Mach., & Mstr Plan					
Land Acq. Comm.	200,000	0	0	0	0
<u>TOTAL</u>	1,530,900	1,324,795	1,591,850	1,657,134	1,324,350

PUBLIC SAFETY

Boxford Emergency Management Agency

Communications

Police

Fire

Animal Control Officer

BOXFORD EMERGENCY MANAGEMENT AGENCY

The Boxford Emergency Management Agency reports to the Boxford Board of Selectmen and is their action arm responsible for emergency planning and coordination to state level agencies. Emergency Management develops comprehensive, town wide, Standard Operating Procedures for disasters such as evacuations following a hazardous chemical spill on Route 95, long term power outages, earthquakes and hurricanes.

Recently in New Hampshire there was a tragic loss of life when a dam broke and millions of gallons of water were released. This past winter a new reinforced dam was completed on Styles Pond by the Boxford Town Beach. I am glad the voters of this town had the forethought to support their elected officials in this flood mitigation effort.

Volunteer activities of the director this past year included monthly meetings at Massachusetts Emergency Management and completing certified training in incident command systems.

Representatives are needed to be a liaison to the Local Area Planning Council to help secure federal grant funds. I would also like to add additional adult volunteers to the Agency staff, so please give me a call at 887-8136 and offer your help in caring for our neighbors during times of need.

Robert D. Hazelwood

COMMUNICATIONS DEPARTMENT

The Communications Department continues to adapt to the changes of this ever growing community. Any increase in population will mean an increase in our activities on a daily basis. Our greatest challenge has been trying to maintain our Master Street Address Guide for the E911 system, to keep our ambulance companies informed of the new streets, and to continue our quest to be certain that every house in town is accurately numbered and that those numbers are displayed by the residence where they are visible day and night.

We remind the residents of the town that accurate House Numbering, properly displayed is a Town By-law as well as a state mandate by which we all must comply. Street naming is just as important as we work with developers to find unique and meaningful names for the newer areas of town. False alarm by-laws are also in effect in Boxford and we remind residents to call the Communications Center any time they are going to test their system, to make certain that all members of the household or persons responsible for the household know the accurate response should they set off the alarm in error. Copies of the by-law are available at the Communications Center or Town Hall. We also have a packet of alarm guidelines that we will prepare for any resident considering an alarm system, if you would like to stop in or call, we will send one to you.

As we progress into this current year we are presently conducting the task of updating all the data we have on alarm systems. Dispatchers are calling residents on a daily basis. If we have missed you, please call us so that we can update your information to better serve our needs when an emergency occurs at your home.

We are pleased to see that the use of 911 for Emergency Calls is on the rise. And we continue to work with Nynex and the Statewide Emergency Telecommunications Board to make certain that accurate data appears on the screen at the time of your call. If you wish to test that system, or to program your phones for 911, please call us on the business line first and we will be happy to confirm that the data is accurate.

As always, I thank my co-workers for another outstanding year of great service, as well as my appreciation to Chief Russell, Chief Perkins, and Tom Greene for their willingness to work together under sometimes very difficult circumstances to produce a team effort that works as well as it does.

The following is a list of our employees and our annual statistical report as provided by Dispatcher Bain and myself.

Elizabeth Russell, Director of Communications
Warren Gould, John Bain, Kathy Zolla, Louann Bonny, Robert Corliss, Leanne Bishop-Cove, Patrick Connors, and we welcome back, Paula French who is in training at the time of this writing.

Elizabeth Russell
Director of Communications

**COMMUNICATIONS STATISTICS
TOWN OF BOXFORD**

Year end totals - 1995

ALARMS	BURGLARY	FIRE	EQUIPT. FAILURE	OPER. ERROR	TRUE BURGLARY/FIRE	BILLS POSTED NOTICES
CALLED IN PRIVATE	875	32	38	261	85	65
BOARD KELTRON	237	7	16	33	14	9
TOTALS	1112	39	54	294	99	74

PHONE	POLICE	FIRE	DPW	COMM	TOW	AMBY	ACO	WLK IN	911	TOTAL
IN	18580	5787	633	2023	81	57	2397	2932	840	33330
OUT	2710	1417	208	591	255	204	1106	-	-	6491
TOTAL	21290	7204	841	2614	336	261	3503	2932	840	39821

AMBULANCE	CHAULK	LYONS	CRUISER	OTHER	CANCEL/NO XPORT	GRAND TOTAL
TOTALS	30	127	0	1	- 8 / - 15	135

WRECKERS	BAY STATE	SCOTTY'S	TROMBLY'S	OTHER	CANCELLED	GRAND TOTAL
TOTAL	0	132	68	4	0	204

MISCELLANEOUS NOTES:

BOXFORD POLICE DEPARTMENT

In 1995, the departmental activity continued to increase as the community continued to grow, and as this growth occurs the quality of services provided by your police department cannot be compromised. The number of full-time officers on a force is directly proportional to the size of the community's population. As Boxford increases in population so should the numbers of men and women serving on the police force.

The United States Justice Department is administering a program named COPS FAST. This program created specifically for communities with smaller populations, is part of the 1994 Crime Bill, and provides financial aid to hire new officers through a grant process. The department applied for this grant in 1994 and was awarded a total grant sum of \$ 75,000. These funds provide three years of federal assistance to hire a full-time police officer. Officer Susan J. Longo was appointed a full-time officer filling this newly funded position.

During 1994, the department was successful in many grant applications and in 1995 implemented Community Policing to help in the area of community awareness of police and crime issues forming a partnership with community, schools and police.

The Drug Abuse Resistance Education Program (D.A.R.E.) graduated over one hundred sixth grade students at a ceremony held at the Spofford Pond School, last February. This important program continues to provide a positive example of police working with the community towards a common goal, a drug free society.

The D.A.R.E. program received a Massachusetts Department of Public Safety D.A.R.E. grant of \$ 10,000 in 1995, to continue and expand our efforts. D.A.R.E. Officer Susan Longo's work in this program's funding and success merits the highest praise.

The department received a state awarded computer grant of \$ 15,000 to upgrade our system to computer imaging. Sergeant Paul M. Bates worked extremely hard to secure this grant for the Town and merits the highest praise for his efforts.

As Chief of Police, I extend my appreciation to the residents of Boxford, The Board of Selectmen and all other town boards, committees and departments for their support and cooperation.

Respectfully submitted,

Gordon A. Russell
Chief of Police

**Dorford Police Department
Incident Statistics**

99.

Totals by Incident Type for the Year 1995

Incident Type	Month of Year												Total
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
A05 - HOUSEBREAK	1	1	1		2	3	1	1	1	1			12
A06 - LARCENY	5	4	1	3	7	4	10	6	4	5	2	2	53
A07 - M.V. THEFT			1	1			1	3		1			2
A08 - NON AGG ASSAULT							1	3		1			5
A09 - ARSON-BOMB						1							1
A11 - FRAUD								1					1
A13 - STOLEN PROPERTY				1			2	1			1		5
A14 - VANDALISM	3	6	6	10	5	11	12	16	8	15	25	6	123
A17 - SEX OFFENSES		1						1			1		3
A18 - DRUG VIOLATION		1											1
A20 - OFF AG. FAM/CHI									1				1
A21 - O.U.I.L.								2	1		2		5
A22 - LIQUOR VIOL.				1						1		1	3
A26 - OTHER NON M.V.				1	2								3
A28 - CURFEW VIOLATIO					1								1
A29 - RUNAWAY	1		2	1	1			2		1			7
A31 - TRESPASS		1	3	1			2			1			11
A32 - CIVIL COMPLAINT		2	1		1	1	1	1	1			2	9
A34 - THREAT/HARRASS	1	1		3	2		1	1	1	2		1	18
A35 - WARRANT ARREST	2	3	3	5		2	1	2	3	1	3		25
A36 - SUMMONS/209A	4	1	2	2		4	3		4	2		2	24
A37 - LOCAL ORDINANCE	1	1	3	2	1		3	5		2	5	7	30
A38 - MISSING PERSON			1	1	2	2	2	2	2	2		2	18
A39 - LOST/FOUND PROP	1	3		3	1		7	2	2	2	2	6	29
A40 - DISTURB.GENERAL	2	1	6		4		1	2	3	1	1		21
A41 - DOMESTIC	2	2	2	3	1	4	6	5	4	2	1	3	35
A42 - DISTURB.GATHER		1		1		1	3		1	3			10
A43 - DISTURB.GUEST			2	1	2	1					1		7
A44 - DISTURB.SCHOOL									1				1
A45 - NOISE COMP.	1	1	4	5	5	11	18	7	7	7	3		69
A46 - PHONE CALLS	3	2	8	5	10	9	6	10	7	7	5	6	78
A47 - SUSP. ACTIVITY	30	31	55	42	51	40	45	40	50	47	37	22	490
A48 - FROWLER		1											1
A49 - LITTERING	1	1	1	2	2	4	1	1	1	2		1	17
A50 - GENERAL SERVICE	15	18	13	15	17	19	21	20	14	23	34	20	229
A51 - OFFICER WANTED	5	10	11	8	8	21	8	8	5	19	12	8	123
A52 - ESCORT			2		1		2	2					7
A53 - PRISONER TRANSP								1			1		2
A54 - ASSIST PERSON	6	3	18	9	9	15	16	8	6	17	17	11	135
A55 - PROPERTY CHECK	11	18	13	19	11	21	35	52	22	64	564	620	1450
A56 - MESSAGE DELIVER	3	2	4	2		4	3	3		1	2	1	25
A57 - ANIMAL COMP.	7	5	5	7	5	9	23	18	8	12	17	4	120
A58 - ASSIST AGENCY	5	1	3	6	2	2	4	1	4	2	5	4	39
A59 - ASSIST D.M.V.	26	29	16	22	19	19	24	28	20	33	18	33	287
A61 - PSYCHOL.AIDE	2				1								3
A62 - MEDICAL AIDE	14	7	14	17	14	12	16	10	14	15	11	18	162
A63 - REPORTED DEATH												1	1
A64 - OPER. CONCERN	2	1		2	1				2	1	1	1	11
A65 - PROT. CUSTODY			2										2
A66 - FIRE CALL	15	18	18	26	23	17	28	32	42	28	32	17	296
A67 - BURGLAR ALARM	95	76	76	95	107	107	111	145	92	84	69	73	1130
A69 - ASSIST OTHER PD	3	9	8	3	5	3	3	6	3	3	1	3	50
A70 - TRAFFIC/MV COMP	206	148	204	170	156	118	196	193	173	168	152	111	1995
A71 - USING W/O AUTH.							2						2
A73 - SPEEDING COMP.	4		1	1	2	4	2	2	5	6	4	1	32
A75 - P.T. ACCIDENT	1	2	1	1	1	5	2	3		1	1	2	20
A76 - NON PI ACCIDENT	17	30	8	6	6	8	3	10	9	8	14	40	159
A77 - TRAFFIC/PARKING	10	19	15	20	29	19	16	14	20	14	22	15	213
A78 - ABANDONED MV										1			1
A80 - ABANDONED 911	4	7	5	2	1	2	2		1	5	4	5	38
A97 - RECOV. STOLEN			2	1						2			5
TOTALS	509	469	541	526	518	503	642	668	544	612	1075	1049	7656

REPORT OF THE BOXFORD FIRE DEPARTMENT

The Boxford Fire Department wishes to make the following report to the citizens of Boxford for the year 1995:

Responses to Calls for Assistance

Structural	7	Brush, grass, woods	45
Electrical:		Investigations:	
Inside	9	Smoke in house	9
Outside	14	Smoke in area	16
Heating	10	Other	2
Appliances	12	False Alarms:	
Cooking	19	Home	61
Vehicle:		School	8
Fire	29	Other	24
Accidents	39	Mutual Aid	17
Medical Aid	170	Cellar Pumping	3
other than motor vehicle		Miscellaneous	20
Chimney	2	Home Carbon Monoxide	
		Detector Alarms	12
		TOTAL MEDICAL	
<u>TOTAL RESPONSES</u>	<u>528</u>	<u>AID SERVICES</u>	<u>213</u>

The Fire Department response calls have again increased by 10%. This is not surprising as the growth of the town continues.

Appointments - In September, Captain Ted Riter was appointed to the position of Deputy Fire Chief. Deputy Riter has been a member of the Boxford Fire Department since 1978.

Lieutenant Kerry Stickney was appointed to the position of Captain and has been a member of the Department since 1971.

At the May 1995 Town Meeting, the full-time Chief's position was upgraded from 20 hours to a 40-hours position.

On December 1st, the Department took on two new members, Greg Beardsley and Kevin Foster.

Open House - In May the Department held its third annual open house at the West Fire Station. In spite of a damp, rainy day, close to 100 people attended the event featuring photo buttons, balloons, demonstrations of fire equipment, and a special treat -- the smoke simulation drill. The Boxford Fire Department will again host an Open House RECRUITMENT Day on May 18, 1996 at the West Fire Station. The public is invited. Please come and see what volunteer fire fighting is all about. As always, the Fire Department is in need of men and women, 18 years of age or older, to become members. If interested, stop by the station or call 887-5725.

Award - The Boxford Fire Department received approval of an award from the Department of Environmental Management. The Department applied for a \$2,000 award, under Title IV Rural Community Fire Protection Program. On July 19, 1995, the \$2,000 grant was approved. Funding is committed to providing continual assistance to rural fire departments to enhance the ability to protect the Commonwealth's forest resources. The grant was awarded, based on two major achievements: Hydrants and Squad 1.

Hydrants - The installation of two dry hydrants, at one location on Middleton Road. These hydrants will supply water for fire protection year round for the Boxford Village area.

Squad 1 - During the winter, West Station personnel were given the awesome task of transforming a former DPW dump truck into a brush fire/medical aid response piece. It was truly a rewarding experience as the crew, working in teams, brought this truck together and built an outstanding piece of apparatus to serve the Town residents.

Cascade System - In January the Department placed in service the first-ever cascade breathing air system. This unit came about as a result of a generous donation from a town resident. The unit was in service less than 24 hours before it was used for back-to-back structure fires. Now firefighters can replenish their breathing air tanks at the fire station after a fire, rather than having to go to a neighboring fire department or dive shop for recharging.

Pumper - May Town Meeting approved \$190,000 to purchase a new fire pumper, replacing a 35 year old vehicle. The contract for the 5-man, enclosed cab Freightliner FL 80 was awarded to Central States Fire Apparatus of Lyons, SD. The truck will be completed by November 1996.

Forest Closure - On August 31, 1995, all forests within the Town of Boxford were closed. This action was taken as a consequence of the persistently high forest fire hazard in the community. After several substantial rainfalls, the extraordinary high danger of wildfire incidents abated and on September 20, 1995 the closure order was rescinded. Through the efforts of Boxford Fire, Police and town residents, our forest fire damage was kept to a minimum. Fires in Bald Hill were contained to about four acres.

Emergency Medical Services - Emergency Medical Services, headed up by Deputy Riter, continues to be an increasingly important activity of the Boxford Fire Department. The 35 members of the BFD put in 36 hours each in training to maintain their EMS, CPR and Defibrillation Certifications. In addition, 19 members are certified Emergency Medical Technicians. All EMT's are certified to administer epinephrine injection for life threatening reactions to bee stings and other allergic reactions.

Training - Under the leadership of Captain Al Beardsley, the training director, the Department continued to maintain its high level of training expertise. The Department meets every Monday evening to train and review old and new techniques to further hone our fire fighting skills. To enlighten Department members on various target hazards in town, Captain Beardsley instituted a process whereby personnel took responsibility for preplanning locations in the event of a fire or major emergency. The planning process was a big success. Five locations in town were mapped out and responding apparatus now has first-hand knowledge of hazards that may exist and resources available in the event of an emergency. Another highlight of 1995 was a "Fire Rodeo," whereby firefighters spent a Saturday morning working in teams, exercising their skills in the areas of driving, pumping water and manning specific equipment, all for best time.

Explorer Post 911 - In February, the Boxford Fire Department sponsored Fire/Rescue Explorers Post 911, under the direction of Lt. Larry Dolloff. The objective is to provide teenagers between the ages of 15 and 18 with an opportunity to learn fire fighting, rescue, and EMS skills, as well as an opportunity to learn to work as a team and develop leadership roles. The goal is to prepare participants to become members of the Boxford Fire Department. We presently sponsor 14 participants.

FIRE PREVENTION

Smoke Detectors Save Lives - Again and again, evidence has shown that the proper placement of smoke detectors is proving their value for quick notification and response in fire and life safety in the community. If your home does not have smoke detectors, or you have any questions regarding their proper placement or operation, you may call Chief Perkins, Fire Prevention Officer, at 887-5725. I would be pleased to answer any questions you might have, including placement of Carbon Monoxide detectors.

FIRE PREVENTION STATISTICS

1. Number and Type of Inspections Performed:

Oil Burner/Oil Tanks	95
Propane Tanks	28
Smoke/Heat Detector	239
Underground Storage Tank Removal	9

2. Number of Smoke/Heat Detector Permits Issued
For New Construction and/or Renovations 65

3. Number and Type of Field Inspections of Public
and Commercial Buildings:

Summer Camps	7
Kennels	4
Commercial	12
Churches	4
Municipal	22
Schools	11
Miscellaneous	3

4. Burning Permits 901

5. Blasting Permits 22

BOXFORD FIRE DEPARTMENT PERSONNEL

Chief

Peter C. Perkins

Deputy Chief

Ted Riter

Captains

Al Beardsley
Kerry Stickney

Lieutenants

Larry Dolloff
Ed Laverty
Bill Salie, Jr.
Ed Smith

Administration

George Gould

Firefighters

Greg Beardsley
Ed Cataldo
Bob Corthell
Matt Dustin (LOA)
Peter Fiedler
Kevin Foster
Scott Foster
Ted Foster (Resigned)
Alan Gould
Warren Gould
Rich Hertel
Lynn Prescott Hopping
Don Kanter
Steve King
Bruce KlingerAl Lucey
Scott Lunn
Jim Nason
Mike Powers
Jim Riter (Resigned)
Bill Salie III
Roy Skinner
Scott Stickney
Shawn Stickney
John Thibodeau
Tom Thomassen
Danna Whitaker
Brent Williams (Resigned)
David Zolla
Kathy Zolla

The Fire Department appreciates the support of all Town Boards, Police Department and Department of Public Works. I especially want to thank the firefighters for their endless dedication and their spouses for their tremendous understanding and support.

Respectfully Submitted,



Peter C. Perkins, Chief

ANIMAL CONTROL

Animal Control experienced a major decline in Rabies related incidents for 1995. Our only positive exposure this year was a bat which interacted with a domestic house cat inside the residence. This provides a valuable example of the necessity for even "house" cats and/or other animals which are not routinely permitted outside access to be completely up to date on their Rabies inoculations. Disease can literally "fly in the window" and result in severe inconvenience, danger and possibly the destruction of a loved pet if improperly vaccinated per state guidelines. A number of Rabies clinics are offered in all communities several times each year and some commercial pet suppliers offer reduced cost Rabies shots on a scheduled basis, making these legally mandated vaccinations available to even those on fixed incomes or tight budgets.

Statewide, the decline was evidenced by State Laboratory statistics citing a total of 3436 animals submitted for testing versus 4532 in 1994. Positive animals dropped in count from 735 to 401. Seventy percent of these animals originated in areas where the virus was still spreading (Plymouth, Bristol and Franklin counties). There was a flare-up of cases in towns associated with the early stages of the epizootic in the counties of Worcester and Middlesex.

It is important in such a horse-oriented community as Boxford to note that two horses were counted as exposures in the state report. Rabies Shots for horses should be a part of each owner's spring ritual of preventive maintenance along with the usual Eastern/Western Encephalitis, Flu and Tetanus inoculations. Also, woodchucks continue to account for several positive exposures each year so domestic dog or cat interactions should be taken seriously and the reporting and boosting guidelines of previous years adhered to. **Remember - once Rabies is insinuated into an area, it is there virtually forever!**

Bat Rabies was a source of town controversy in 1995 with some exchanges of opinion and information between involved parties, organizations and boards. Bat houses became an issue, temporarily resolved. The Mass. Dept. of Public Health plans to put further emphasis and investigation into Bat Rabies in 1996 due to several worrisome cases wherein children died as a result of apparent indirect (no visible bites) exposure but noted bat presence, thus giving possible further credibility to the potential for aerosoling of bat saliva and/or other modes of transmission. New guidelines will include recommendations that in situations where a bat is physically present, unless contact can be totally ruled out, that bat should be captured and tested for rabies or the people involved should receive Rabies post-exposure shots. further information

will be provided throughout the year and either published in our local newspapers or posted on the Town Hall bulletin board as it is received.

The other concern for Animal Control this year was touched on last year, but bears revisiting because it is getting worse, not better. That is the issue of loose dogs (and cats), being killed on our roads. Time and again, I hear of owners who passionately state that "I moved out here so that my dog could run free without a leash law!" Well, the sad truth is that many dogs are running free out here and are dying to prove it. This is such an avoidable tragedy in most cases and is so naive in this day and age that it bears serious re-thinking by persons so inclined to indulge in this activity. Notwithstanding the best efforts of an excellent Police Department to control speeding, the numbers of hit and killed dogs are escalating each year....some I hear of and have the tragic task of removal or owner assistance to a veterinarian for costly and painful (to the animal) consequences. There are other incidents which I hear of second-hand with disastrous injuries or deaths which don't make the official record. In all cases, I find it hard to imagine that owners do not wish, however posthumously, that they had done things differently after experiencing the pain, suffering and expense both emotional and financial that simply keeping the dog under some type of voluntary confinement could have avoided. Electrical fencing devices are excellent, provided that animals are trained to their use and provided that homeowners consistently remember to "arm" the power source and replace weak batteries. We find many dogs each year loose with battery collars who are the products of lapses of owner attention.

Additionally, numbers of dogs removed as unwanted nuisances from neighbors' properties continue to escalate as more and more people move here, some from leash law communities who want the same protection they experienced in their former environments. When removed by Animal Control personnel and housed at the local shelter, fines and pick-up fees (especially where coupled with lapsed Rabies protection or un-licensed status) are mandatory and repeated offenses can become costly. Working out neighborly and respectful accommodations between parties is still the best remedy.

A major development in pet ownership will become law in 1996 with the allowance of ferret ownership. These engaging, furry, little creatures carry major restrictions and regulations which are too numerous to list here. Information can be obtained from the Mass. Department of Food and Agriculture at (617) 727-3018, the MSPCA of Boston, MA at (617) 522-7400, and the Animal Rescue League of Boston, MA at (617) 426-9170. There is also a private group, The Massachusetts Friends of the Domestic Ferret, which has a Hotline at (617) 224-1098. (The providing of this Hotline does not constitute an endorsement.)

Concluding this report, I wish to thank various support groups for their valued assistance in the areas of Animal Control this year; The Boxford Police and Communications Departments, the Boxford Board of Selectmen, Animal Health Inspector, Boxford Health Agent, Weloset Kennel (town shelter), Boxford Fire Department, Town & Country Animal Hospital, and Tri-Town Reporter Anna Sobczynski for her timely contributions to public information.

Helen L. Phillips
Animal Control Officer

Scott Foster
Alternate Animal Control Officer

EDUCATION

Trustees of the Boxford Town Libraries

Elementary School Report

Mrs. Griffin Trust Fund

School Building Committee

North Shore Regional Vocational School Committee

BOXFORD TOWN LIBRARIES

10 Elm Street	188 Washington Street
Boxford, MA 01921	West Boxford, MA 01921
508-887-READ	508-352-READ
Fax: 508-887-6352	

LIBRARY TRUSTEES REPORT

Trustees:	Barbara Schaller, Chairperson	Term Expires 1996
	Kathleen Ulman, Vice-Chairperson	Term Expires 1998
	Peter Fiedler	Term Expires 1997
	G. Edwin Hadley	Term Expires 1996
	Judith Littlefield	Term Expires 1997
	Helen Millstein	Term Expires 1998
	Cynthia Rodes	Term Expires 1997
	Dean Spofford	Term Expires 1998
	Enid Thuermer	Term Expires 1997
	Library Director: Adele McConaghy	

The Libraries continued to have increased usage and circulation during 1995. Every effort has been made to ensure that Boxford remains one of the best small libraries in the area, both through maintaining computer linkage with MVLC and continually expanding the reference collections and services.

The following is an overview of the accomplishments and activities at the Libraries during 1995:

Buildings

Restoration and improvements started in 1994 were continued. New cost efficient electric lights were installed throughout both libraries. The interior of the Boxford Village Library was repainted, and air conditioners were installed. Many of the plumbing problems at the West Boxford Library were corrected.

Children's Activities

It was a wonderful year for the children of Boxford who took advantage of the activities planned at the Libraries. The on-going story hours for toddlers and pre-schoolers continued to be popular and well-attended. Many other programs were offered that included crafts, guest performers, and festive holiday events. Especially popular were the Summer Reading Program, the Annual Spelling Bee, the Halloween Party and Puppet Show, and an Origami program. Not only do the children enjoy these activities, but they discover the joys of reading and learning. Attendance at special programs ranged from 75 to 100 children at each program.

Adult Activities

A goal of the Libraries is to serve as a cultural center for the town of Boxford. One of the most popular activities is the monthly art exhibit of local artists at the Boxford Village Library. Many Thanks to Kathy Kinney for coordinating these exhibits. A very successful program was funded by a grant from the New England Foundation for the Humanities which was awarded to the Boxford Town Libraries in response to a grant proposal written by Adele McConaghy. Entitled *After Frost: Poetry in New England*, the nine week program included reading and discussion groups using a poetry anthology provided by NEFH and poetry readings by New England poets. A lecture on crystals and an open house to thank Friends, Volunteers, and the Public Trustees were also popular.

Reference

One of the busiest areas in both Libraries were the Reference Departments. The Reference collection was widely used by students, business men and women, travelers, collectors, writers, and countless other patrons with interesting questions. The Libraries are able to continually update Reference materials through a combination of purchases, donations, and the generosity of the Public Trustees. The many questions researched in the Reference Departments spanned all disciplines and included a wide range of topics.

Information Technology

Vital to the goal of the Libraries to serve as research centers for the community is our ability to remain current in the ever-expanding field of information technology. Toward fulfilling this aim, the Boxford Village Library purchased a CD-ROM Workstation complete with audio and a 6-disc CD-ROM changer. The CD-ROM indexes available at this workstation include the 1995 World Book Encyclopedia, Wilsondisc Periodicals Index with abstracts, The Animals, and Ancient Lands. All of these CD-ROM's are popular and used by both children and adults. In addition, the patron on-line catalogs (also called CL-CAT terminals) at both Libraries now feature indexes to materials at all libraries in the Merrimac Valley Library Consortium (MVLIC), the EBSCO index to periodicals with full-text articles, and Internet / World Wide Web access. Telnet access to the CL-CAT terminals is also available so our patrons can search these databases from their home computers. The Libraries received an IBM PC with laser printer for use in the Administrative Offices. This was a donation from IBM as part of an IBM employee volunteer program.

Extra Support

Extra services and programs have been made possible by the generous support of the Friends of the Boxford Town Libraries and the Public Trustees, as well as from private donations. Among the programs sponsored by the Friends were the Spring Egg Hunt, the Annual Bridge Luncheon, and the Annual Holiday Celebration. The Friends also paid for all entertainers and speakers featured at Children's and Adult programs. The Friends paid the 1995 membership fees for all of our museum passes except for the Isabella Stewart Gardner Museum.

The Public Trustees have been most generous in supplying expensive Reference materials and CD-ROM software for the Wilson disc index.

Donations and gifts were received from various sources. A table handcrafted by Spaulding Reproductions was purchased for the Cummings Room in memory of Irene Latham. The museum passes for the Isabella Stewart Gardner Museum were paid for by the Boxford branch of the Family Bank. Memorial books were purchased by many patrons.

Marilyn May's museum quality monthly exhibits in the display cases at both Boxford Libraries continue to enrich the atmosphere inside our buildings. The exhibits range from the educational to the whimsical, and always receive accolades from our patrons.

The Garden Club members continued to tend the grounds and to supply seasonal greenery and fresh flowers for both Libraries.

Summary

This has been another challenging and growth-oriented year for the Boxford Town Libraries. Director Adele McConaghy and her staff have met the challenge and carried on the tradition of providing the best possible service to all. Many thanks go to our volunteers who give so generously of their time and talents. We are also grateful for the cooperation and valuable assistance rendered by various town agencies and individuals.

The Libraries are a reflection of Boxford's hopes, growth, and vitality. As the town grows, the Libraries will strive to meet its cultural and informational needs.

Statistics

Twelve months ending December 31, 1995:

Holdings:	Books	47,288	Total Circulation:	75,573
	Videos	1,293	Total Hours Per Week:	87
	Audio Tapes	544		
	Magazines	172		
	Newspapers	15		



Bill McGrath instructs Cub Scouts on use of Computer.

SCHOOL COMMITTEE REPORT

School Committee

Sharon Benson, Chairperson	Term Expires 1997
Robin Phelan, Vice Chairperson	Term Expires, 1996
Charles Costello	Term Expires, 1996
Ellen Guerin	Term Expires, 1997
Ann Knight	Term Expires, 1998

School Superintendent, Joseph J. Connelly, Ed. D.
 Assistant Superintendent, Robert R. Milley (Resigned April 1, 1995)
 Assistant Superintendent, Bernard F. Creeden, Ed.D.
 Administrator of Special Education, Vickie Charlton
 Director of Facilities and School Operations, Craig Robinson

School Committee Operation

The Boxford School Committee holds regular meetings generally once per month throughout the year. Meetings are usually held on Thursdays at the Cole Elementary School. Additional meetings for special purposes such as budget and policy development are also scheduled at different times and may include some morning and afternoon sessions. Interested citizens should check notices at the Town Hall which are posted two days or more in advance of any scheduled meeting. Sessions are open to the public and citizens are encouraged to attend. Individuals or groups may suggest an item to be placed on the agenda by forwarding a written request to the Superintendent of Schools.

In January of 1994, as part of their strategic planning process, the Boxford School District drafted a Mission Statement and a set of Core Values to serve as the foundation for future goal setting and decision making. These were refined through an open process involving parents, staff, and the entire school community. The adopted statements are as follows:

MISSION STATEMENT

The Mission of the Boxford Elementary Schools is to provide the foundation for academic excellence, and the social and emotional support for children to meet the challenges of citizenship expected of lifelong learners in an increasingly technological and interdependent world.

CORE VALUES

The Core Values of the Boxford School District include the beliefs that:

Respect for oneself, and other children and adults, promotes belonging and is essential to learning.

The strongest possible instructional program for children and adults is based upon quality research, world class standards, and high expectations.

All children can and will learn when provided equal access to educational opportunities appropriate to their needs.

Lifelong learning is achieved in partnership with the home, school, and community.

Our schools are a shared resource for the entire community.

The major function of the Committee continues to be provision of the highest quality educational program within available funding resources. The grade level organizational structure locates Kindergarten through Grade Two at the Harry Lee Cole Elementary School and Grade Three through Grade Six at the Spofford Pond Elementary School. Ongoing curriculum renewal is provided through a strategic planning effort which addresses a major curriculum area on an seven year cycle for each subject. The current school year, 1995-1996, is the third year of a curriculum initiative to revise the elementary language arts curriculum. It is also the first year of the implementation of a five year Educational Technology Plan.

The Boxford School Committee continues to support effective utilization of the school plants for educational, cultural, and community-based activities. The Horizons Program co-sponsored by the School Committee and the Tri-Town Council on Youth and Family Services, under the direction of Nancy Vose, continues to offers more than forty enrichment courses in six locations during fall, winter and spring terms. An extended day care program, for school-aged children, sponsored by the Merrimack Valley YMCA, is available to Boxford families. Utilizing the Cole School facility, more than fifty children are supervised in this important program either before or after school between the hours of 7:00 a.m. and 6:00 p.m. each school day. Boy Scouts, Cub Scouts, Brownies, recreational basketball for children and adults, and indoor soccer are only some of the regular weekly activities in our schools. Many town boards and committees also meet regularly in the school facilities.

In April 1995, Robert Milley resigned as Assistant Superintendent of Schools for the Tri-Town School Union. Mr. Milley served the Boxford Schools for nearly eight years. Dr. Bernard Creeden was elected by the Tri-Town School Committee to the position of Assistant Superintendent in May 1995. Dr. Creeden moved to his new position after fifteen years of service as principal of the Spofford Pond and/or Cole Schools. During the three months that Dr. Creeden served as Acting Assistant Superintendent, Mr. James Argir served as Acting Principal of the Spofford Pond School. In June of 1995, Mr. Brent Rogers was elected to be the third Principal

of the Spofford Pond School. Mr. Rogers comes to Spofford after serving as a principal in Kittery, Maine and Newfields, New Hampshire.

The Boxford School community was saddened by the death of second grade teacher Harriet Ernst after a long illness on October 20, 1995. Mrs. Ernst taught second grade at Cole School for more than twenty-eight years.

School Enrollment, October 1, 1995

	K	1	2	3	4	5	6	
Harry Lee Cole School	134	132	136					402
Spofford Pond School				135	138	137	113	523
DISTRICT TOTAL								925

Enrollment Trends - Past Nine Years

	<u>Total K-6</u>	<u>Increase</u>	<u>% Increase</u>
1987-88	594	+17	2.9%
1988-89	622	+28	4.5%
1989-90	643	+21	3.4%
1990-91	681	+38	5.9%
1991-92	711	+30	4.2%
1992-93	767	+56	7.9%
1993-94	817	+50	6.5%
1994-95	873	+56	6.9%
1995-96	925	+52	5.9%

The above figures indicate an increase in enrollment in the Boxford Elementary Schools of 331 students over a nine year period. This represents a 55.7% increase in the student population over this time period. A Space Study Committee which was established in 1994 to analyze space needs created by the expanding enrollment identified the need for 18 new classrooms to meet the expected enrollment through the year 2005. The Space Study Committee presented its report to the School Committee and School Building Committee. Acting on the report the School Committee began the process of seeking town approval for the expansion of the Cole and Spofford Pond Schools.

Fiscal

The budget development process is an extensive and involved task during which the Committee must make difficult decisions to bring into balance both the financial concerns of the community and elements of high quality, appropriate educational services. Increasing costs associated with increased enrollment, supplies and materials, school transportation, special education, building maintenance, and modest salary increases, must be addressed with consideration of uncertain fiscal support from the state.

The School Department budget for the year 1995/96 is as shown:

General Administration and Supervision	\$ 296,736
Instructional Salaries	\$1,898,393
Instructional Materials	\$ 122,161
Other School Services	\$ 54,793
Regular Transportation	\$ 169,791
Fuel and Power	\$ 89,272
Building Operations and Maintenance	\$ 182,533
Special Education	\$ 621,856
TOTAL	\$3,435,535

Grants

In the area of Special Education, Project Tutor Grant (94-142) and Project Help Grant (89-313) are two continuing federal grants that partially fund part a of school adjustment counselor, three special needs teacher aides, materials, equipment, and teacher in-service training. An Early Childhood Pre-School Grant is used to offset some of the costs of the integrated pre-school program housed at Steward School in Topsfield.

A Dwight D. Eisenhower Title II Grant helps support staff development programs in elementary mathematics, science and technology. Teachers participated in activities designed to better integrated math and science programs as well as to plan for the introduction of new educational technology. A PALMS grant was awarded by the State Department of Education to assist in the improvement and expansion of the mathematics curriculum.

A Safe and Drug Free Schools Grant was used to continue training and to purchase materials for the implementation of the Here's Looking at You 2000! component of the Health Curriculum.

The school system of Boxford, Topsfield, and Middleton, including Masconomet were able to renew a \$90,274 Comprehensive Health Protection grant by the Commonwealth of Massachusetts. This grant continues to support health curriculum development and implementation.

A state-sponsored SPRIG Grant was awarded to our schools for the funding of activities to help identify support services other than Special Education programs for children in need.

The Tri-Town Educational Foundation is a non-profit local citizens' group that raises funds for the sole benefit of the Boxford, Topsfield and Middleton elementary schools and Masconomet. During the current school year, funding provided by the Tri-Town Educational Foundation is supporting seven projects at the Spofford Pond School. A program to explore "Ethnic Differences" as part of the literature and social studies program has been awarded to grade five teachers. "A Whole New World" is a project being undertaken in the library. Other programs funded for this year include : "Multimedia Music Instruction"; "Laserdiscs History and Geography; "Classroom in the Woods"; "Beyond the Forum" and "Poetry in Motion". In addition to the regular grant program the Foundation awarded the Boxford Schools \$4500.00 to promote the integration of technology into the curriculum of both schools. An annual fundraising telethon is sponsored by the Tri-Town Educational Foundation to support direct benefits provided to the schools.

Boxford is one of 60 communities participating in the Department of Education's New Standards Portfolio Project. Two grants have been received totalling \$6,800.00 to support the participation of our teachers in this statewide initiative. In addition, the state has awarded a \$3000.00 grant to continue the review and local implementation of the Curriculum Frameworks approved by the State Board of Education.

In June the State Department of Education informed the School Committee that the federally funded Title I program funds had been significantly cut for Massachusetts. In Boxford this funding cut has meant the elimination of federal funding for a compensatory reading support program at Cole School.

Educational Reform

On June 18, 1993, the Commonwealth of Massachusetts, passed legislation for state-wide systemic school reform. Chapter 71, the Educational Reform Act of 1993, contains four essential components of reform:

- 1) New programs and standards that will ensure high achievement for all students;
- 2) A fair and equitable system of school finance;
- 3) A governance structure that encourages innovation and accountability at all levels.
- 4) Standards and processes that will enhance the quality, professionalism, and accountability of all educational personnel.

Now in its third year of implementation Educational Reform has had a significant impact on PK-12 education in Massachusetts. The Department of Education has developed seven Curriculum Frameworks to serve as starting points for the development of curriculum at the local level. The Board of Education has approved frameworks in Science, Mathematics, World Languages, Health, and Fine Arts. The English Language Arts and Social Studies frameworks are still under consideration. Each of these frameworks is intended to support the implementation of the

Common Core of Learning which outlines what all students must know and be able to do before graduating from high school.

A State Commission on Time and Learning recommended to the Board of Education a stricter definition of the number of days and hours which constitute a school year. The requirement at the elementary school level is for 180 days and 900 hours of instruction. For the 1995-96 school year the School Committee has added an additional 15 minutes per day (45 hours/year) of instructional time. For the 1996-97 school year an additional day for students will be added to the school calendar.

An annual Foundation Budget has been established for each district in an attempt to make resources more equitable state-wide. School based management is strongly supported and School Councils are active at Cole and Spofford Pond as advisory bodies to the school principals.

Teacher recertification and extensive professional development reform have been established. The Boxford Public Schools have been approved as a Professional Development Provider by the Department of Education. A major Educational Reform requirement for this year is the development of a District Professional Development Plan which must be filed with the State Department of Education.

The School Committee is required this year under Ed Reform to establish local Standards of Effective Teaching and Administrative Leadership based on the "Principles of Effective Teaching and Administrative Leadership" developed by the State Board of Education. The Committee is in the process of negotiating a revised evaluation process with the Boxford Teachers Association based on these standards.

The Boxford Schools continue to move forward on the four components of Education Reform while recognizing that many of the activities prescribed in the law will continue to take time to be fully implemented.

Strategic Planning and District Goals

In 1994, the School Committee expressed its support and commitment for a strategic planning process to achieve long term District Goals through the focused allocation of effort and resources. A District Strategic Plan was developed for the period 1994 - 1997 which defines targeted activities and measurable outcomes in support of the District Goals.

The District Goals for 1994-1997, developed with school-based and district input, are as follows:

1) Curriculum

To insure consistency and continuity in the delivery of the most current and research-based curriculum by providing:

- adequate, appropriate texts and materials
- effective, high impact professional development

- appropriate student progress and program assessment tools
- accountability through administrative support, monitoring, and evaluation

2) Technology

To plan for the utilization of technology as a communications, learning, and teaching tool which integrates with curriculum in a manner that:

- promotes more effective learning
- reflects how information and resources are accessed, analyzed, and communicated in the real world
- promotes critical thinking skills

3) Learning Needs

To provide an educational environment, instructional strategies, and learning opportunities that address the diverse learning needs of all students within classrooms.

4) Physical Plant

To provide physical plant facilities that maximize the range of learning opportunities through the provision and maintenance of adequate space and equipment.

Curriculum Development

As part of the regular curriculum development cycle, a broad-based Language Arts Committee consisting of teachers, administrators, and parents from Boxford, Topsfield, and Middleton has been working the past two years to the review, research and revise this curriculum. The Language Arts Committee presented a new Language Arts Guide to the School Committee in November. The Guidebook includes clearly defined grade level objectives and learning outcomes in seven areas of literacy. The Language Arts Committee has also recommended specific core materials and a two year approach to implementation. By the end of this school year the Language Arts Committee will produce a Teacher Workshop Guide which contains strategies and resources for teachers to use in the implementation of the program. A strong comprehensive staff development component to accompany the Language Arts Guide will be part of the District Professional Development Plan.

The School Committee approved a K-6 Health Curriculum for implementation this year. This comprehensive approach includes seven strands which meet the Department of Education requirements for a curriculum which provides education in the following topic areas: prevention education, nutrition, physical fitness, violence prevention, personal safety, personal hygiene, personal growth and development and disease prevention.

Early Childhood Education

An integrated preschool program continues to operate at the Steward School in Topsfield to provide an environment in which both special needs and typical students share participation in a developmental cost-effective and purposeful program. This year 10 special needs preschoolers are enrolled in the program.

Assessment Program

The Massachusetts Educational Assessment Program (MEAP) has, since 1988, been delivered every other year in the spring to students in grade four. These Assessment Tests deal with reading, writing, math, science, and social studies and provide information to the schools on area of curriculum and instruction, assisting the district in identifying any strengths and weaknesses in their programs of study. In 1992 and 1994, the Assessment Tests included open ended questions requiring narrative answers in an effort to evaluate problem solving and communications skills. Boxford scores were extremely high in comparison to districts designated as similar by the Department of Education. This affirmed that the effort and resources dedicated to an aggressive ongoing process of program renewal has resulted in our curriculum being current, comprehensive, and expertly delivered. 1994 was intended to be the final year for implementation of MEAP testing, however, they will be administered in March of 1996 since the next generation of state assessments has been delayed.

In May of each school year, the Boxford Elementary Schools have utilized the Iowa Tests of Basic Skills in reading, language, math, and work-study skills in an effort to obtain detailed information on the ability and growth of individual students in numerous sub-skill areas so that appropriate instructional programs may be prescribed. These tests are administered in grades three and five. The National Achievement Test in reading and language arts is administered annually in May to grade two students. Results are shared with the teaching staff and individual student reports are sent home to parents. As part of the transition to Grade 7, Masconomet Junior High personnel administer a math test and a writing sample to Grade 6 students in May.

Results from all components of the standardized testing program are utilized in conjunction with direct teacher input in an attempt to monitor, evaluate, and continually fine-tune the instructional process. The administration is committed to an ongoing review of the assessment program in an attempt to maximize consistency between curriculum goals and the system for evaluating those goals. The administration continues to be actively considering research based alternatives to our current program that may better serve the needs of staff and children.

Educational Technology

During the 1994/95 school year a broad based Technology Planning Committee prepared a five year technology plan for implementation in the elementary schools. The TPC includes teachers, staff, parents, members of the community, School Committee members, representatives of Town Boards and other interested parties.

The plan presents a comprehensive proposal to provide the tools, curriculum, staffing and professional development necessary to enable Boxford elementary school students to use educational technology effectively.

The plan outlines a course of action that seeks the investment of \$500,000.00 from a variety of public and private sources over a five year period in order to provide improved learning opportunities across the curriculum for all students; high quality professional development for all staff; parent and community education offerings; efficient telecommunications between the schools, central office, Masconomet, the public library, other town offices and eventually between home and school. The 1995 Annual Town Meeting approved a Warrant Article in the amount of \$102,000.00 to fund the first year acquisition of computers, printers, software and technology furniture. In the regular school operating budget the School Committee has funded a Technology Integration Specialist, professional development and maintenance to support the successful deployment of new technology at Cole and Spofford Pond. The Boxford PTO and the Tri-Town Educational Foundation as well as several private donations have also supported the infusion of technology into the schools.

Four underlying goals have been adopted to direct the elementary schools technology initiatives for the next five years:

1. Provide a learning environment which enables students to master the appropriate uses of technology to produce higher achievement, increased creativity, greater application of critical thinking skills and the desire for life-long learning.
2. Provide evidence of the capability of educational technology to improve student learning.
3. Prepare teachers and staff for roles as learning facilitators through continuous professional development opportunities.
4. Recognize and build on the human resources in the Boxford community to: share ideas and resources; generate strong support for educational technology; and develop partnerships which allow for the maximum use of technology to link curriculum and instruction at the elementary level, with Masconomet, with the town and regional library systems and other educational organizations.

The plan is an ambitious one which will continue to require broad support from many constituencies in town for it to be fully realized. The proposed addition and renovation project for the two schools includes a technology component to provide the necessary infrastructure to take advantage of emerging technologies in the years to come.

Teacher In-Service Training/Professional Development

One provision of the Education Reform Act of 1993 replaces lifetime licensure of educators in Massachusetts with five-year renewable certificates. This new requirement has resulted in many new opportunities for professional development and in-service training at the school, district and state level. Recertification requires an educator to earn 120 Professional Development points for the first certificate to be renewed in the five-year renewal cycle. At least 60 points must be earned in the content and professional skill areas of certification, with the remainder of the points earned through activities which address other educational issues and topics that improve student learning.

Educators are also required to develop an Individual Professional Development Plan that outlines the activities in which they will engage for their professional development. This plan should focus on the goals of the school, district, courses, seminars, workshops, and conferences; school and district professional development programs; mentoring, peer-coaching, cooperative teaching; and self-directed educational projects.

The Cole School Council Improvement Plan, the Spofford Pond School Council Improvement Plan and the District Strategic Plan each place a strong emphasis on professional development and training for staff which focus upon identified curriculum and organizational priorities as well as the diverse learning needs of children. A Professional Development Council has been established to help coordinate the efforts of individual teachers, each school and the six schools of the Tri-Town School Union. Priority areas for 1995/96 have included technology, language arts, portfolio assessment, fine arts, critical thinking, dimensions of learning and inclusion.

The School Committee continues to provide incentives through tuition reimbursement programs beyond the school day and school district. In addition, the application of available grant funds from the State Department of Education and the Boxford PTO have been instrumental in creating opportunities for teachers and other staff to maintain and update their professional skills. The School Committee continues to believe that professional development for staff is an important investment that will result in improved learning outcomes for children.

Special Needs Education

School districts are mandated by state and federal laws to provide special education services to those students with a special need who require support in order to make effective educational progress and to ensure that these services occur in the least restrictive environment.

As of January 1996, there were 139 special needs students in the Boxford Elementary Schools including 35 at Cole, 89 at Spofford Pond, 5 in out of district placements and 10 preschoolers, who are enrolled in our Topsfield/Boxford Integrated Program. The percentage of Boxford students (Kindergarten through 6th grade) receiving special education services is approximately 14% which is lower than the state average.

During the 1995-96 school year, the special Education staff consists of a Special Education Administrator, a part-time assistant to the administrator, a special education secretary, 5 resource room teachers, 1 resource center teacher, 8 aides (including 5 who work with specific individual students whose physical and cognitive handicaps require one-on-one assistance), two part-time counselors and two speech therapists (one full-time and one half-time).

The support offered to students in the Boxford Schools range from monitoring of their progress in regular education classes and consulting with their regular education teachers, to total academics in a substantially separate language-based program. As a school system, Boxford is deeply committed to the philosophy of inclusion and continues to pursue effective ways of integrating all our children into regular education programming.

When the need for specialized support services arises, the town contracts with outside vendors. This past year several private agencies and individuals were utilized to provide occupational therapy, physical therapy, low vision services, and adaptive physical education.

Boxford belongs to the Greater Lawrence Educational Collaborative (GLEC) which is comprised of several Merrimack Valley school districts who come together with shared concerns. It provides programs for low incident special needs students, serves as a resource to address special education issues, and offers many needed support services. At present, one outside placement student is in a collaborative class.

Parent involvement in Special Education is strongly encouraged and always welcomed. Boxford, Topsfield and Middleton parents of special education students have joined together to form the Parent Advisory Council (PAC). The PAC meets regularly during the school year. It has served as an arena for parents to discuss mutual concerns, arranged for a variety of interesting speakers, created a lending library, purchased enrichment materials, sponsored fundraising and other events, and provided input into the Special Education Department's programs and policies.

This year the inclusion program at Cole has been expanded to include both the kindergarten and first grade levels. With the support of aides, consulting specialists, a reduced class size, and modified programming three children with significant cognitive difficulties are active participants

in regular education classes. At Spofford Pond a number of children with moderate learning problems are integrated into regular education classes at the third and fourth grade levels using a cooperative team approach of regular and special education personnel.

Health Services

The Health Service in the Boxford Schools is performed by Dr. James Brackbill, School Physician, Lynne Nechtem, School Nurse at Cole School, and Rosemary Smaha School Nurse at Spofford Pond School. The responsibilities of the health personnel include:

Physical Exams	30 in both schools	
Mass. Vision Tests	All students	28 referrals
Mass. Hearing Tests	All students	10 referrals
Kindergarten Screening	Kindergarten	7 referrals
Tuberculosis Testing	All new staff, volunteers	
Postural Screening	Grade 5 & 6	8 referrals
Home Visits	17 students (Spofford, Cole)	

In addition, 14,609 ill and/or injured children were seen and treated in the health suites. There were 28 reportable accidents. Medications were administered as prescribed by physicians. Emergency medications are kept in both health suites and dispensed as needed. Mrs. Smaha and Mrs. Nechtem maintain current CPR certificates, attend conferences and read publications to keep abreast of both local, state and national health concerns and issues.

All students are weighed and measured each year. Each year health records are reviewed and updated. As of November 1, all students were compliant with the state immunization requirements. As state law requires exemptions from immunizations are accepted for religious purposes only.

In addition, Mrs. Smaha taught with the fifth grade teachers and Mr. Sparkes the Personal Growth and Development Unit of the Health Curriculum to all fifth graders. At Cole School, Mrs. Nechtem was part of the Pre-School Screening team and tested 3 and 4 year olds for vision and hearing. Kindergarten registration was held at Cole School in February. A team of two review immunizations, check birth certificates and discuss health issues. In addition, both nurses provided HIV/AIDS and rabies education for all staff and rabies information for students at both schools.

School Lunch Program

During the 1994-1995 school year, the Spofford Pond and Harry Lee Cole Schools served 59,374 reimbursable meals to Boxford students. The price charged for a lunch remained at \$1.25. Collaborative bidding and the use of available government commodities help to keep the price of lunch from increasing.

Free and reduced lunches are available to students whose families meet federally established income levels. Parents are urged to contact their building principal at any time during the school year regarding potential eligibility.

Senior Citizen lunches had been previously served at Spofford Pond School. During this year lunches were prepared at Cole School and transported to the Boxford Senior Center where they were enjoyed by local residents. The cost of a lunch is \$1.25. All seniors are encouraged to participate.

A brief statement of the finances of the 1994-1995 school year follows:

Beginning Balance:	Expenditures
\$6,413.00	Food- \$41,109.98
	Labor- \$53,535.69
	Other- \$ 5,576.39
Receipts:	
\$100,038.95	
	<hr/>
	\$100,223.06

Government reimbursements that were still outstanding allowed the program to start FY96 with a small positive balance.

Staff Directory

<u>Harry Lee Cole School</u>	<u>Grade</u>	<u>Appt.</u>	<u>Degree</u>	<u>College or University</u>
Maureen Berman	Principal	1994	BS M.Ed.	Bridgewater State College Bridgewater State College
Jennifer McEachern	K Activity	1992	BS	Salem State College
Elizabeth McLaren	K Activity	1995	BS	Salem State College
Carole Rivinius	K Activity	1995	BA	Connecticut College
Kimberly Suther	K Activity	1995	BS	Salem State College
Susan Giovannacci	Kindergarten (.5)	1985	BS M.Ed.	Salem State College Salem State College
Debra Holt	Kindergarten	1994	BS	University of Maine
Cynthia Hunt	Kindergarten	1981	BS M.Ed.	Salem State Salem State
Mary Anne York	Kindergarten	1991	BS	Salem State College
Debora Cahill	1(.5)	1992	BS	Salem State College
Antoinette Czekanski	1	1995	BA M.Ed.	Framingham State College University of Lowell
Mary Lee Kennefick	1 (.5)	1989	BA	Westfield State College
Deborah Mahoney	1		BS	Salem State College
Sherry Moore	1	1973	BS MS	New York University Wheelock College
Linda Piecewicz	1	1980	BS M.Ed.	Salem State College Butler University
Peggy Russell	1	1992	BS M.Ed.	Wheelock College Lesley College
Carol Weitzman	1	1991	BA M.Ed.	SUNY Cortland Boston University
Ellen Casey	2	1986	BS	Northeastern University
Margaret Cook	2	1977	BA M.Ed.	Principia College Antioch College
Maureen Cronin	2	1995	BS	Salem State College
Virginia Douglass	2	1964	BS	Salem State College
Thaya Lane	2	1992	BS	Salve Regina University
Terry Marcille	2	1980	BS M.Ed.	University of Massachusetts Lesley College
Cyntha Olansky	2	1991	BS	Bridgewater State College

<u>Spoifford Pond School</u>	<u>Grade</u>	<u>Appt.</u>	<u>Degree</u>	<u>College or University</u>
Brent Rogers	Principal	1995	BS M.Ed.	Gordon College Lesley College
Pamela Bateman	3	1975	BS	Framingham State College
Leslie Hamilton	3	1969	BA	Merrimack College
Renee Hamilton	3	1976	BS	Wagner College
(on leave)			M.Ed.	Regis College
Christina Lanning	3	1993	BS	University of Miami (Ohio)
Mary Mann	3	1987	BS	Framingham State College
Jacqueline Murphy	3	1985	BA	Tufts University
Christine Cotti	3	1987	BA	Lowell State College
M. Della Baur	4	1985	BS	Towson State University
Jamie Becotte	4(.5)	1993	BA M.Ed.	University of Lowell University of Lowell
Mary Gigandet	4	1993	BS MS	College of St. Rose S.U.N.Y. Albany
Joanne Green	4	1992	BS	Merrimack College
Shireen Pesez	4	1995	BS	Boston College
Dorothy Pirrello	4	1990	BS	Salem State College
Arlene Price	4 (.5)	1995	BS	Russell Sage College
Nancy Ames	5	1987	BS	University of Colorado
Debra Auday	5	1987	BS M.Ed.	BIOLA University Lesley College
Richard Bateman	5	1970	BS M.Ed.	Salem State College Cambridge College
Keline Grose (on leave)	5	1992	BS M.Ed.	State University of N.Y. Nazareth College
Edward Guzzaloca	5	1986	BS	Salem State College
Diane Harutunian	5	1995	BS MS	Central Connecticut State College Central Connecticut State College
Janice Maguire	5	1995	BS	University of Massachusetts
Jean Carosi	6	1993	BA	Newton College of the Sacred Heart
Kimberly Economos	6	1993	BA M.Ed.	University of New Hampshire University of New Hampshire
James Platt	6	1969	BS M.Ed.	Boston State College Salem State College
Susan Robinson	6	1978	BS	University of Vermont
Mary Ellen Sorensen	6	1987	BS	University of Massachusetts

<u>Specialists</u>	<u>Subject</u>	<u>Appt.</u>	<u>Degree</u>	<u>College or University</u>
Pauline Boudreau	Art	1991	BA M.Ed.	Mass. College of Art Lesley College
Claudette Yutkins	(.4)Art	1992	BA	Salem State College
Joanna Spinosa	Music	1993	BM	University of Hartford
Elizabeth Shepard	Instr. Music	1989	BS	Lowell State College
James Turner	(.2)Music	1995	BM	Berklee College of Music
Robert Sparkes	P.E.	1977	BS	Boston State College
Margaret Costello	P.E.	1992	BS	Boston State College
Serena Caperonis	(.6) Reading	1993	BA M.Ed.	Goucher College Lesley College
Donna Morton	(.5) Reading	1989	BS M.Ed.	Wheelock College Lesley College
Penny Rogers	(.5)Reading	1995	BS M.Ed.	Syracuse University University of New Hampshire
Amy Bettencourt	SPED	1994	BA	Trinity College
Heidi Canner	SPED	1988	BS M.Ed.	University of Massachusetts Lesley College
Elizabeth Lynaugh	SPED	1990	BS M.Ed.	Emerson College Lesley College
Elizabeth Scheld	SPED	1994	BA M.Ed.	University of Miami Lesley College
Deborah Stone	SPED	1995	BS MA	St. Francis College Salve Regina College
Heather Walker	SPED	1987	BS M.Ed.	Gordon College Lesley College
M. Jane Bonaventura	(.5) Speech/Lang	1989	BS MS	Emerson College Emerson College
Ellen Matarazza	Speech/Lang	1993	BA M.Ed.	Boston College Tufts University
Joan Corradino	(.7) Guidance	1987	BS M.Ed.	Wagner College Tufts University
Donna Gale	(.9) Guidance	1995	BS M.Ed. CAGS	University of Massachusetts University of Massachusetts University of Massachusetts
Virginia Simon (on leave)	Guidance	1986	BA M.Ed.	Case Western Reserve Tufts University
Anne O'Brien	Library Media Spec.	1994	BS	Lowell State College
Barbara LeBel	Technology Spec.	1995	BS M.Ed.	Lesley College Lesley College

MRS. GRIFFIN TRUST FUND

The Mrs. Griffin Trust Fund provides for awards, known as Mrs. Griffin Prizes, in the form of \$200.00 each; cash prizes given each year to the outstanding students in the graduating class of the Boxford Public Schools. The prizes, provided from the Fund established by her family, are in the memory of Isabelle Anne McManus Griffin, Teacher, Principal, Head Teacher and former resident of the Town of Boxford.

The fund was established in 1990 and the recipients to date are as follows:

1990	Julie Roden Dana Steer
1991	Kim Barrell Khatija Ladhani Stephen Palenscar
1992	Ashley Langer Timothy Roden
1993	Brooke Bagge Patricia McGinley
1994	Rebecca A. Guerin Paige A. McGarry
1995	Kimberly Phelan Jonathan Sandler

BOXFORD SCHOOL BUILDING COMMITTEE REPORT

Boxford School Building Committee

Ken Bagge	Jan Gustafson, Chairman
Charles Costello	Ann Knight
Robert Eisenberg	Richard O'Brien
Thomas Grannemann	Robert Russo, Vice Chairman
Ellen Guerin	

During 1995, the School Building Committee spent the majority of time working on one goal; the planning and design of classroom additions to the Cole and Spofford Pond Schools.

At the Special Town Election in January of 1995, the Town failed to approve funds for the selection of an architect for the school additions. Subsequent to that vote, the School Committee asked the School Building Committee to prepare for the May Town meeting since the need for additional school space still existed.

A Public Forum was held in March to present the school building needs to interested residents of the town. Subsequently, at the Annual Town Meeting in May, a warrant article to authorize expenditures in the amount of \$330,000 for Architectural Design Services was approved. The article was also approved during the Town balloting which followed.

The Building Committee then finalized negotiations on contract amount and scope with HKT Architects Inc. which had been selected in 1994 as the result of a formal Request for Proposal process. The finalized contract was then signed.

In May, ground water testing was conducted at both the elementary schools. The committee then began reviewing preliminary design proposals from HKT. The preferred design schemes for each school were selected by the committee in July and approved by the School Committee.

During the remainder of the year the committee met regularly with representatives of HKT, as well as school staff, administration, town committees and departments as part of the design process. The goal was to complete the design for final review and to receive formal public bids by February, 1996.

The unexpended balance of the warrant article for architectural services at the end of 1995 was \$122,957.

During the course of 1995 the size of the committee was increased by two (to a total of nine members) with the addition of representatives from both the Finance Committee and the Board of Selectmen. Those positions are currently filled by Robert Eisenberg and Ken Bagge.

The Boxford School Building Committee



NORTH SHORE REGIONAL VOCATIONAL SCHOOL DISTRICT

30 Logbridge Road, Post Office Box 806
Middleton, Massachusetts 01949-2806
Telephone (508) 762-0001
Fax (508) 777-8403

Edmund W. Barry, Jr.
Superintendent-Director

ANNUAL REPORT -- 1995

Following is the Annual Report for the North Shore Regional Vocational School District. The report was written mainly by the administrators of the District and North Shore Technical High School, as it should be. The only comments that I am adding and all need to be aware of is that you have a first class facility and staff, but there is much left to be done to finish what has been started. All need to be aware that there is a dollar cost, yet to be totaled, to complete the building and grounds and provide the quality, vocational-technical education program each student residing in the different communities is entitled to. A Master Plan and the most cost-effective way to implement and accomplish this Master Plan is being put together and will be brought forward to all cities and towns for review.

Administration

The North Shore Regional Vocational School District Committee, comprised of one member appointed to represent each member community, is the governing body of the School District. The Superintendent-Director and the administrative team carry out the policies of the District School Committee and oversee the daily operation of the school.

Enrollment

Enrollment as of October 1 was 488, continuing a generally upward trend in the popularity of this school in particular and vocational education in general. While we reported more students during the 1994-95 school year, the total this year reflects an increase in the population served at our Middleton campus. Apparently, a number of students enrolled at Beverly High School during the 1994-95 school year transferred here after we assumed control of the programs. Coupled with graduation, this resulted in a larger number of students attending classes in Middleton and a smaller number at the leased facility in Beverly. The cafeteria and library in Middleton are feeling the pressure of that increased enrollment. The scheduling of classrooms is an additional concern as we look toward implementation of the Curriculum Frameworks.

Four students from Boxford are currently enrolled at North Shore Tech. Students participate in programs in Automotive Technology, Carpentry, Commercial Art, Collision Repair Technology, Cosmetology, Culinary Arts, Marketing Education, Fashion Design, Building Management, Electronics/Computer Technology, Masonry, Welding, Health Technology, Manufacturing Technology, and Job Skills Training (formerly Resort Services). Students from throughout the District may also enroll in Machine Technology at Gloucester High School and Electricity in Salem High School.

Participating Communities:

Beverly Boxford	Danvers Essex	Gloucester Hamilton	Lynnfield Manchester-by-the-Sea	Marblehead Middleton	Nahant Rockport	Salem Swampscott	Topsfield Wenham
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North Shore is again serving students in eleven communities through School Choice in addition to the sixteen cities and towns within the District. Additionally, the joint program with Beverly School for the Deaf continues to be offered, providing necessary vocational training to handicapped youngsters of the region.

Curriculum

With the passage of the Curriculum Frameworks by the State Board of Education in November, all schools are reviewing what their students should know and be able to do. North Shore is no exception. Faculty Study Groups have been organized to thoroughly investigate the Frameworks and to assess their impact on our curriculum. In addition, efforts to integrate academic and vocational programs are continuing. The project begun in 1994-95 within the construction cluster was expanded this year with a second integration program involving several vocational majors in the service and technical clusters. Team Renaissance, as this group is known, seeks to involve students from Marketing, Commercial Art, Electronics and Fashion Design in the academic skill areas that flow naturally throughout their trades. Projects that cut across traditional departmental lines are designed to use the natural motivation of the occupational environment to entice more student involvement and effort in academic pursuits. Academic skills within the trade areas are identified and stressed to provide greater transfer to the students. Increased integration was a federal mandate under the Carl Perkins Vocational Education and Applied Technology Act.

A second major innovation this year at North Shore involved the inclusion of more students with identified special needs into the regular education classroom. Whether afflicted with disabilities or not, North Shore continues to provide the best possible education for all of its students. Inclusion is more than simply transferring students from self-contained classrooms to regular classrooms. It involves retraining of teachers to modify and improve curriculum in the best interest of every learner. In some cases, help must be provided to the classroom teacher to allow for needed modifications to be effectively provided to inclusion students. In the end, both regular and special education students are helped, while traditional and special education teachers improve their instructional skills as well. Newly arrived ninth grade students were the benefactors of the inclusion efforts this year. It is hoped that ninth and tenth grade students will be serviced by this model next year and that more students and teachers will be encouraged to participate.

As the result of initiatives by the School Council, North Shore plans to begin a semester examination schedule in 1998.

Professional development efforts by the faculty have been designed to foster both the inclusion and integration efforts. The Study Groups referred to earlier have been supported by guest speakers from outside the school. Teacher training efforts were carried out over the summer months and ongoing consultation efforts continue throughout the year.

The North Shore Tech Prep Consortium continues to thrive, offering students the opportunity to earn advanced standing and college credits while taking high school programs. The Dual Enrollment provision of the Education Reform Act continues to offer students the opportunity to take courses for credit at state universities, colleges and community colleges in the area. Our one participant last year brought a great deal of honor to herself and North Shore by her performance at North Shore Community College. As many as five students may be taking part this year.

Building and Grounds

The building program at North Shore was halted this year by unexpected shortfalls in anticipated revenue. Lower than expected reimbursements for School Choice and student transportation caught the school district by surprise and left a partially completed addition awaiting completion. Work needs to be planned and budgeted on badly needed practice fields for the athletic teams. The School Committee is investigating options for funding both the fields and needed alterations to the building space. At this time, classrooms are so heavily scheduled that no alternate space is available to handle classes in the event that short term emergency repairs are needed. Classes are regularly scheduled both in parts of the cafeteria and in the principal's office. Additions to the building have been investigated and will need to be reinvestigated when and if funds become available.

Career Exploration

At the request of the teachers, the ninth grade exploratory program continued to offer an opportunity for students to participate in all shop areas over the course of the year. In April, students choose their shop major for the next three years, and are placed in that shop until the close of their ninth grade year. One innovation in this program is the replacement of a three-day shop specific related class with a semester long introduction to the work experience. Modeled after Missouri's All Aspects of the Industry program, the class attempts to provide young people with an introduction to the expectations of employers, the meaning of fringe benefits, insurance, business and tax laws and other things adults take for granted. Reaction has been positive thus far in the pilot phase.

Special Education Department

The Special Education Department consists of ten teachers, one speech/language pathologist consultant, and three aides.

We offer students classes in English, math, science, and social studies. These classes parallel the regular education curriculum and are taught by teachers with moderate special needs certification. Additionally, we offer a resource room for help with specific subjects and organization skills. Also, we have two 502.4 programs.

The 502.4 programs are designed for the students with special needs who are developing skills for competitive employment. One program, "Job Skills", is designed to provide functional academics, vocational training, and independent living skills. "Building Management", is designed to provide functional academics and vocational training specific to maintenance of a building.

This past year, we began inclusion classes at primarily the freshman level. The special education teachers serve as team teachers providing special education services within the regular education classroom and making the necessary adaptations to the curriculum. We are currently meeting regularly to determine an appropriate school-wide model (or models) for inclusion.

Total enrollment in special education is 197 students which is approximately 40% of the students at North Shore Technical High School. The breakdown is as follows:

- 4% of the students are 502.1
- 25% of the students are 502.2
- 6% of the students are 502.3
- 5% of the students are 502.4

Interscholastic Sports

Participation by students in the Athletic Program continues to increase at a tremendous rate. The past year nearly 200 students participated in the program at some level. The baseball and softball teams fielded both varsity and junior varsity teams in the spring. The football program played its first season of league play and far exceeded all of our expectations in regards to competition, participation, and school interest. Not only did we play a varsity schedule, but a junior varsity/freshman schedule was also provided. Providing a sub-varsity game schedule keeps interest levels high among underclassmen which is imperative for the continued growth of our programs. A fall cheering squad was put together to cheer on the football team - they were frequently at home soccer games as well. Volleyball and Soccer continued on a positive note, and the soccer team continues to grow in numbers. Perhaps a sub-varsity team may need to be considered in the future. Girls basketball is off to its first varsity season playing independent varsity and junior varsity schedule. The Commonwealth Conference has been notified of our intent to enter into league play during the 1996-97 season. There has been a tremendous turnout for boys basketball and as a result, we are also playing a freshman schedule as well as varsity and junior varsity.

Due to a lack of interest, Cross Country was dropped for the fall 1995 season. Only three students were interested in running, and you need at least five to compete. We hope to be able to rekindle interest and reform the team in the fall of 1996.

Field space is quickly becoming a problem. Demoulas Market was kind enough to grant us the use of the small plot of land in front of the school for use by the soccer team this fall for practice space which cut down on bussing and increased practice time. As of November, 1995, the town of Middleton closed the landfill field which was the site of our softball field as well as our football practice field. Alternatives will need to be sought for this spring season.

Beverly Campus

North Shore Regional Vocational School District is in its second year of operating the programs at the Beverly campus. With the closing of Cabinetmaking for insufficient enrollment, four programs are currently being offered.

Automotive Technology is a valuable adjunct to the larger program offered at the Middleton campus. Efforts are being made to upgrade technology to keep pace with changing developments in the automotive industry. The Print program has also become quite popular. Acquisition of new computer equipment and a Foster's layout table, along with the use of Pagemaker 5.0 has replaced the Ludlow setting traditionally used. Reorganization of the Machine Technology Program is progressing well. Newly acquired equipment will provide additional teaching station

to serve an increasing number of students. Machine Tech is a participant in the Tech Prep program, allowing students to earn up to 13 college credits while attending high school classes. Students will specialize in computer aided manufacturing (CAM), as well as materials, process, and tool design.

Health Technology, the youngest of the Beverly campus programs, continues to break new ground. Students are studying integrated anatomy, physiology, pre-hospital emergency, medical terminology, and nutrition. In addition, therapeutic diet, growth and development, mental health, geriatrics, rehabilitation, and death and dying are also explored. Externships are arranged with Beverly Hospital in several departments. The program has begun offering similar externships with Salem Hospital this year. Early childhood programs at Endicott College have provided opportunities to observe psychomotor and psychosocial development of pre-school through grade 5 students. Health Tech is also a participant in the Tech Prep program with agreements in place at North Shore Community College, Endicott and Salem State Colleges.

Tech Prep

Tech Prep is a national program which offers eleventh and twelfth graders an opportunity to earn college credits while they finish their high school diploma. The Tech Prep program is alive and well at North Shore Technical High School. We currently offer six vocational Tech Prep courses which are as follows: Marketing, Electronics, Manufacturing, Health Tech, Culinary Arts and Auto Tech. Presently there are sixty-one students enrolled in these programs with ten faculty designated as team members.

Attendance/Pre-crisis/Probation

North Shore Technical High School trains students to enter the world of work and places a great deal of importance on attendance. Good attendance is required for success here as well as the work world. Students must be in attendance 80% of all shop and class time or make up missing hours by the end of the quarter in order to pass. For those students under the age of 16 there are additional legal consequences for remaining out of school without reasons that may be documented by a physician or other appropriate professionals. Generally these students are in their freshman or sophomore years and are monitored through the Planning Center with the participation of an officer from Salem District Court's Juvenile Probation Department. Students meeting this criteria meet twice monthly with these representatives in a pre-CHINS process designed to address their attendance deficiencies in an informal manner. During this process, students are informed of their school attendance responsibilities as well as the possible consequences of failing to perform appropriately. Those students who are unable to correct their attendance problems within this program are referred to the court for a formal C.H.I.N.S. hearing before a judge. Additionally, those students who are involved through Salem District Court, have the option of being visited at school by their probation office twice monthly with the mutual agreement of the student/school/juvenile probation department. In an effort to offer consistent services information such as school attendance, grades, discipline and other issues which may be problematic at that time are discussed when appropriate and with the voluntary participation of all parties. This program of interagency cooperation has lead to greatly improved communications and services to the student population. Expansion to the other court systems within our sending communities is anticipated for the future.

School Social Worker

The School Social Worker/Adjustment Counselor works with the at risk population who are referred by faculty and administration. Students serviced by the School Social Worker present a wide range of social and emotional issues from teen pregnancy, homelessness, and substance abuse that often hamper their ability to be successful in school. North Shore Technical High School is often the one stability in their chaotic lives. Students are referred to various Social Service Agencies outside of school, as well as being provided with crisis intervention until appropriate services can be obtained.

Various groups are offered to students throughout the year. These groups are coordinated with Project Rap and Children's Friend & Family Services. Students monitored on a probationary status through the Admission team are tracked by the school social worker. Support services are provided to these students as deemed appropriate. Community agencies, i.e., D.S.S., Health Quarters Counseling Centers, Probation, services are all coordinated through the School Social Worker.

Finally, there is a weekly High Risk Meeting held for Administration and Student Services to help facilitate communication and monitoring of the students who are at risk.

School to Work

North Shore Tech has actively been part of the School to work West Essex Partnership since October 1994. The Partnership has received a \$50,000 planning grant and recently has submitted a proposal for a three year School-To-Work implementation grant which will be awarded in February 1996.

The School-To-Work Grant encourages students to explore career opportunities and develop a career awareness early in their school career. They learn how their own interests translate into vocational skills and career goals. Students choose a career pathway that gives added focus to their academic and vocational studies.

Placement

Seventy five percent of the Class of 1995 were placed in their vocational area or trade related positions. Over forty percent of the class participated in the Cooperative Education Program during their senior school year and continued with their co-op placement on a full-time basis after graduation. Employer satisfaction with North Shore's graduates remains high and we continue to maintain a very favorable reputation among North Shore employers.

Seventeen percent of the class of 1995 matriculated at post secondary institution in most cases to enhance their technical competencies. Five percent of the class entered the military on full time active duty.

The North Shore Tech continues to offer all of its graduates a permanent placement service. Many graduates returned to their alma mater during the past school year and received placement assistance and career guidance.

Collaborative Efforts

The North Shore Vocational Education Partnership is designed to promote the collaborative delivery of vocational education services and to broaden vocational-technical offerings to students throughout the District. North Shore Tech is always willing to assist our sending communities in effectively offering vocational education to all students.

North Shore Tech offers the Bridge Program to junior and senior students from member high schools. This program provides access to vocational education for students who do not desire a full-time vocational education program.

Adult Education

Adult Evening Education at North Shore is a self-supporting program that offers more than 48 vocational-technical classes that enhance the professional and personal lives of the adult members of our community. The Program serves nearly one thousand adult students participating in a wide variety of courses. Popular fields of student include computers, health, construction, welding, culinary, automotive, and business skills. A number of courses have state approval for trade license preparation.

The Adult Education Programs continues to enjoy a reputation of providing quality vocational-technical education to a demanding client that faces an every changing work place. As part of our on-going effort to provide competitive and progressive programming twenty-five percent of the current year course offerings are new.

Transportation

The new Transportation Facility was occupied in February, 1995, and the facility in Beverly was closed. The Transportation Department offices were moved from a temporary office trailer to the newly renovated classrooms that were donated. The Transportation Department provided transportation for 476 students on a daily basis, as well as to and from the Beverly site. Three late buses, three days a week are provided to transport students that stay after school for various reasons. Sports late buses are provided every school day and some weekends as needed. Work projects buses are provided for construction trades on an as needed basis. Buses are also provided to transport all of our sports teams to practice fields, games, and many other various field trips.

Business Office

It has been a hectic year for the Business Office personnel. The appointed position of Business Manager was established to bring organization and good business practices into existence.

Late spring the school came into a cash flow problem which made for unhappy vendors. This in turn caused an increase to our already existing deficit at June 30, 1995. We all have to work together this year and next to get the school finances back on the positive side. The Department of Revenue certified our July 1, 1995 deficit at (\$329,562.00).

On a more productive note, we did manage to improve some of our operating procedures. The purchasing procedures were reviewed and changed to a requisition system which allows for more budget control. Our June 21, 1995 management letter from our auditors commented on our non-compliance with the Chapter 30B procurement law. We have become more aware of the law and making a sincere effort to comply by bidding most merchandise and/or services required and also, obtaining quotes when necessary. We still have some work to do in this area (i.e., shop supplies such as auto mechanic parts and printing material in which we spend \$10,000.00 or more during the course of the year). However, we are working towards being completely in compliance with the procurement laws.

Monthly financial statements are presented to the Finance Policy Sub-Committee and the School Committee. Also, a detailed budget versus actual expenditure report by account is given to each department supervisor on a monthly basis. Lead teachers also receive an account balance on a bi-monthly basis.

One last major accomplishment was getting our Encumbrance Report up and running accurately! This gives day to day unencumbered balances of all our budgeted accounts (i.e., Foundation, Transportation and Debt Service).

Funding Issues

Our Fiscal '96 Chapter 70 State Aide will be \$27,846.00 less than budgeted. This is no fault of our Administration, but the state sending a final figure dated June 30, 1995 (received in July) after assessments were already certified on June 30, 1995.

Our Fiscal '97 budget is currently being prepared. However, we have not received any financial information from the state for Fiscal '97.

North Shore Regional Vocational School District Committee

Beverly	Paul F. McDonald, Chairman
Boxford	Philip J. Holden
Danvers	T. Frank Tyrrell, Jr.
Essex	George R. Harvey, Secretary
Gloucester	Robert F. Parsons, Sr.
Hamilton	Richard J. Ceremsak
Lynnfield	Paul Anderson
Manchester-by-the-Sea	Marc A. Bliss
Marblehead	Carolyn Stanton
Middleton	James M. Reynolds
Nahant	Thomas Johnson
Rockport	Loretta F. Evans
Salem	No representative
Swampscott	William R. Hyde, Jr.
Topsfield	Robert C. Nordstrom
Wenham	Judith H. Bubriski, Vice Chairman

cc: NSRVSD School Committee
 Cities and Towns
 NST Administration
 North Shore Educational Association

DEPARTMENT OF PUBLIC WORKS

DEPARTMENT OF PUBLIC WORKS

1995 was a very busy year for the Department of Public Works. The following is an account of our activities:

Street Signs - We had to replace 21 traffic signs (speed, stop, keep right) 23 street name signs and 29 post or brackets.

Tree Work - The DPW remove 12 oak, 16 maple, 6 pine and 2 ash trees.

Road Line Painting - There were 219,542 linear feet of 4" yellow center lines painted. The DPW painted 50 Stop Bars, three cross walks and seven parking lots.

Waste Oil - Waste oil collection had a very good year. We took in 2,349 gallons which were used to heat the DPW Garage.

Landfill - B.F.I., the new curbside contractor helped the landfill daily operation run smooth. We also received cover material from Boston at no cost to the Town.

Ballfields - The DPW cut and maintained 14.16 acres of ballfields. Sprinkler systems were installed at the two fields at Boy Scout Park and Chadwick Field with the added use of a third part-time employee.

Town Buildings and Grounds - All the grass and shrubs at all the Town Building were cut with the help of the Boxford Village Garden Club. Rhododendrons were planted at various locations. On Arbor Day the DPW planted a tree on the Town Hall green in memory of the victims of the Oklahoma City Bombing with the help of the students at the Cole School.

Catch Basins - There were 604 catch basins cleaned this year.

Road Work - The following roads were crushed and regraded and a dense binder was put down:

Woodcrest Road	4,435' x 24'
Redwood Circle	860' x 24'
Sprucewood Circle	400' x 23'
Beechwood Circle	255' x 23'
Cross Road	1,760' x 18'
Bridal Spur Road	445' x 16'
Oak Ridge Road	3,882' x 15'
Bare Hill Road	850' x 21'
Stonecleave Road	2,375' x 20'
Tanglewood Road	1,070' x 20'
Balmoral Road	600' x 24'
Sheffield Road	900' x 22'
Pye Brook Lane	400' x 22'

TOTAL

18,232' or 3.45 miles of road

The Department of Public Works sub-contracted Dupont Engineering Corporation to repair and rehabilitate the Fuller Lane Bridge which runs over Fish Brook.

The DPW tried a process new to the Town of Boxford called **Micro-Surfacing** which seals Bituminous Concrete to roads. It was used on the following roads:

Old Farms Road	2,001' x 24'
Balmoral Road	1,003' x 24'
Sheffield Road	2,367' x 22'
Partridge Lane	1,584' x 22'
Pye Brook Lane	4,900' x 24'
Bare Hill Road	6,864' x 21'

TOTAL

18,719' or 3.54 miles

Drainage - The following roads had some drainage work done:

Highland Road	500' of 12" PVC pipe - 3 basins
Willow Road	600' of 12" PVC pipe - 3 basins
Spofford Road	300' of 12" PVC pipe - 3 basins

Thomas F. Greene, Superintendent
David Durkee, Foreman

HEALTH AND INSPECTIONS

Board of Health

Boxford-Wenham (B-W) Health District

Boxford-Wenham (B-W) Health District Treasurer

Animal Inspector

Building Inspector

Plumbing and Gas Inspectors

Wire Inspector

Visiting Nurses Association

BOARD OF HEALTH

Your Board of Health is responsible for promulgating and enforcing regulations and policies pertaining to septic systems, food establishments, the Town landfill, the Town recycling center, curbside trash pick-up and recycling, private and public water supplies, toxic chemicals and hazardous wastes, pesticides and herbicides, seasonal and day camps, elderly and immunization clinics and contagious and reportable diseases. In 1995, your Board successfully addressed all these issues. Major issues included the following.

SEPTIC SYSTEMS AND THE NEW TITLE V

1995 Was a year of rapid change and growing pains for the Board of Health in septic system policies and code enforcement. In March, the new Title V became effective, causing a great deal of confusion. Perhaps the most confusing part of the new regulations was the requirement for inspecting septic systems of homes before real estate transfers. Typical of the DEP (Department of Environmental Protection), detailed regulations were given to Boards of Health to enforce and, when the Boards did enforce them and home owners complained, DEP changed the regulations. In the summer and then the fall of 1995, DEP changed the new Title V regulations two times, adding to the confusion of homeowners and the Board of Health.

Responding to the Title V confusion, your Board of Health had policies in place by the fall of 1995 to clarify how Boxford would enforce the new regulations. Essentially, the Board of Health views the new Title V regulations as improving protection of the environment and ground water from failing septic systems. As such, Boxford is enforcing the new regulations strictly to both protect current and new home owners. Such enforcement appears necessary: we are finding that one out of every three septic systems being inspected during real estate transfers fails. Repair of these systems protects both the environment, our ground water, the new owner of the property, and abutters to that property.

If you have a septic system over 20 years old and plan on selling your home, the Board urges you to have the system inspected early on in your selling process. It can take up to three months to repair or replace a failed system. There are no short-cuts.

INCREASED DEVELOPMENT

The second challenge faced by the Board in 1995 was the increasing number of new homes being built in Boxford. The workload for our staff and the Board increased dramatically in 1995 and, for the first time in the Board's history, we hired a secretary dedicated to only Board of Health work. We also moved our offices to 200 Washington Street, leaving behind a large closet and part of a secretary's office at the Community Center which had served as the Board of Health "office." Financially, this expansion of Board of Health activities has not impacted the Town since fees for permits and

inspections from the Board are in excess of the total expenses for the Health Agent, secretary and Board of Health office.

DISSOLUTION OF THE B&W HEALTH DISTRICT

The 1995 Annual Town Meeting voted to dissolve the Boxford-Wenham Health District. The Board of Health supported this decision since the workload on our Health Agent requires a full-time, forty hour workweek. The District will be dissolved as of 30 June 1996. On 1 July 1996, the new Boxford position of Director of Public Health will become effective and Boxford will have its own, full-time Health Agent. Again, the increased costs to Boxford associated with dissolving the District will be borne by fee and inspection revenues taken in by the Board.

POND STUDIES

In 1995, the Board continued to focus on means to protect Boxford's ponds from pollution and eutrophication. Based on the results of the 1994 Pond Study, the 1995 Annual Town Meeting approved additional funds to study the establishment of zoning overlay districts and Board of Health regulations to protect Baldpate, Stiles and Hovey's Ponds. A subcommittee of the Board of Health comprised of members of the Board of Health, Planning Board and Conservation Committee has been working with the environmental consulting firm of Horsley & Witten to establish new zoning districts around the ponds. Appropriate bylaws incorporating these new zoning districts will be presented to the 1996 Annual Town Meeting. In addition, the Board of Health is considering new regulations which will parallel and strengthen the overlay district bylaws.

OTHER ACTIVITIES AND MEETINGS

During 1995, the Board also addressed new regulations and policies on wells, continued vigilance on the use of pesticides in Boxford, and established policies to address illegal dumping of hazardous materials in Boxford. Our increased workload has led to our extending our regular meetings from once to twice monthly.

The Board of Health meets every second and fourth Wednesday of the month at our offices at 200 Washington Street, West Boxford. Special meetings are held as required. We encourage Boxford residents to attend our meetings and to contribute to our discussions. We are your Board working for your Town. To be successful, we need your input and support.

Richard F. Taylor, Ph.D., Chairman
Nancy A. Pearl, RN, Vice-Chairman
Louise B. Kress, Clerk
Mark P. Mitsch, Treasurer
James F. Wood

BOXFORD AND WENHAM HEALTH DISTRICT

The Massachusetts Department of Environmental Protection enacted the final revisions of the new Title 5, the Commonwealth's regulation relative to the subsurface disposal of sanitary sewage.

The most substantial and notable revision to Title 5 is the requirement that all septic systems be inspected prior to the change of property ownership. The State Department of Environmental Protection is training and licensing septic system inspectors. A list of licensed inspectors is available at the Town Hall for review. The new code also requires that septic systems be inspected at any time that there is an expansion of use or change in the footprint of the building.

Residents interested in upgrading an existing system or obtaining a building permit for a new lot are advised to contact the health department to obtain a soil testing application. Once a homeowner has chosen an engineer and/or a certified soil evaluator and submitted the application with the appropriate fee (\$50.00 to repair or \$100 new lot). The health agent will contact the engineer to schedule and conduct a soil evaluation and percolation test. Results of these tests are used by the engineer in the design of the system. Once a system design along with the appropriate application and fee is submitted to the Board of Health it is promptly reviewed for compliance with Title 5 and approved or disapproved. Once a plan is approved, a licensed installer is contracted to install the system as designed. The Health Agent is responsible for conducting inspections on the installation of the system and the design engineer is required to prepare an As-built plan of the system and submit it to the Board of Health. Once the as-built plan is submitted and the installation is approved by the Health Department a Certificate of Compliance is issued for the system.

TYPE OF PERMIT OR LICENSE

Disposal Works Construction (new)	130
Disposal Works Construction (repair)	39
Disposal Works Installer's License	28
Food Service Establishment	8
Camp Permits	5
Offal Permits	10
Well Permits	96

Allison C. Conboy
Director of Public Health
B & W Health District

B&W HEALTH DISTRICT
TREASURER'S REPORT
7/1/94 6/30/95

CASH BALANCE - July 1, 1994

6094.10

RECEIPTS:

Member Town Assessments:

Boxford (61.5%)	40668.72		
Wenham (38.5%)	<u>25459.28</u>	66128.00	
Interest Earned		<u>1183.10</u>	67311.10
			<u>73405.20</u>

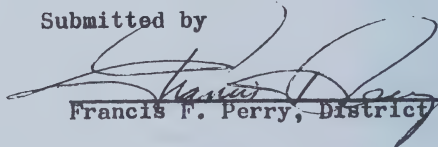
DISBURSEMENTS:

	<u>Budget</u>	<u>Paid</u>	
Salaries	40500.00	38025.00	
Director Travel	2400.00	2065.00	
Telephone	780.00	200.73	
Office	500.00	1820.35	
Lab Fees	600.00	981.98	
Insurance	4300.00	2673.00	
Cty. Retirement	11738.00	11738.00	
Health Insurance	1310.00	1529.95	
Equipment	4000.00	3555.33	
Non-Budget		<u>490.13</u>	63079.47
	<u>66128.00</u>		

CASH BALANCE - June 30, 1995

10325.73

Submitted by


Francis F. Perry, District Treasurer

INSPECTOR OF ANIMALS

The Commonwealth of Massachusetts, Bureau of Animal Health, requires that each town appoint an Inspector who shall make regular and thorough inspection of each premise on which there are domestic animals. Such inspections are necessary to insure humane and proper care of all livestock, and to guard against outbreaks of contagious disease.

The 1995 inspections found 164 horses, 33 ponies, 3 miniature horses, 3 donkeys, 25 goats, 51 sheep, 6 pigs, 9 cattle, 1 fox, and one large population of poultry (2400 birds at one farm). A total of 84 barns house livestock or poultry; of these, 66 house horses.

Stable licenses are required of all residents who keep horses on their property. Those licenses issued in 1988 should have been renewed in 1995 and those issued in 1989 are due for renewal in 1996. Regulations and applications are available at the office of the Health Agent.

Under Massachusetts state law, all bites, whether caused by wild or domestic animals, must be reported to the Inspector of Animals. In 1955, 16 incidents involving human contact with domestic animals were reported. Ten day quarantines were completed without complication in all cases. Animal Inspectors are also required to investigate and issue quarantines in cases concerning possible rabies exposures to domestic animals. Thirty nine such cases were reported involving pet contact with a confirmed rabid animal, wounds of unknown origin, or exposure by proximity. All Quarantines were completed without incident.

Owners keep all pets current on rabies vaccinations. It is very important for the safety of your pet and your family!

Anyone with concerns about livestock health or welfare or questions concerning rabies and quarantines, please contact me at 352-6336.

Allison Hayes
Inspector of Animals

INSPECTOR OF BUILDINGS

PLUMBING AND GAS INSPECTOR

The plumber is the only person to call in for rough and final inspections. There were permit fees totalling \$11,339.00 for 1995.

149 plumbing permits issued	Fees generated \$8,292.00
120 gas permits issued	Fees generated \$3,047.00

William Crowell
Plumbing & Gas Inspector

ELECTRICAL INSPECTOR

The electrician is the only person to call in for service, rough and final inspections. There were permit fees totalling \$14,948.11 for 1995. There were 267 electrical permits issued.

Ron Hennessey
Electrical Inspector

BUILDING DEPT. 1995

MONTH (#)	HOME (#)	ADDITION (#)	RENOVATION (#)	SHED (#)	GARAGE (#)	BARN (#)	POOL (#)	W/D STOVE (#)	MISC.
January (4)	\$ 590,000. (3)	\$ 109,600. (5)	\$ 54,500.						
February (5)	605,000. (1)	6,000. (3)	29,738.						
March (3)	605,000 (7)	105,200. (7)	99,200 (1)	500.		(1)	10,000.		11,450.
April (4)	725,000. (2)	31,000. (7)	97,000.		(1)	40,000. (1)			
May (4)	838,000. (7)	202,500. (16)	54,172 (2)	2,900. (3)	11,000.	(4)	20,200. (1)	\$ 1,000. (3)	12,195.
June (3)	950,000. (7)	126,458. (2)	45,710.			(3)	31,199.		22,500.
July (5)	1,214,000. (2)	5,600. (2)	167,000.					(1)	8,780.
August (6)	1,037,000. (4)	169,100. (4)	662,500. (1)	1,000.		(1)	18,000.	(4)	22,500.
September (5)	795,860. (7)	227,670. (6)	37,600 (1)	1,800. (1)	19,000. (1)	1,000. (1)	15,000.	(1)	7,800.
October (2)	452,000. (4)	39,500. (3)	87,500.	(2)	91,000.			(1)	0 (2)
November (3)	580,000. (6)	132,820. (6)	64,400.	(1)	12,000. (1)	3,500.		(2)	0
December (4)	829,000. (1)	140,000. (2)	180,000. (1)	2,078.	(3)	96,500.		(2)	0 (1)
TOTALS (48)	\$9,240,860. (51)	\$1,295,448 (63)	\$1,579,320 (6)	\$8,278. (8)	\$773,000. (6)	\$121,000. (10)	\$94,399 (6)	\$ 1,000 (25)	\$104,225.

There were 273 building permits issued in 1995. Construction value was \$12,617,530. Average cost of new construction cost of new homes was \$192,518.00. Fees collected for the year totalled \$75,223.80. 48 home starts represents a 33% decrease from last year.

Respectfully submitted,
 Daniel McConaghy
 Inspector of Buildings

VNA Care Plus

at the

Visiting Nurse Association of the North Shore, Inc.

Report on

Boxford Elder Health Clinics

funded by

Boxford Board of Health

and

Elder Services of Merrimack Valley, Inc.

Title III

January 1, 1995 - December 31, 1995

VNA Care Plus

**Report on Boxford Elder Health Clinics
funded by
Elder Services of Merrimack Valley, Inc., Title III**

January 1, 1995 - December 31, 1995

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2. Clinic Attendance
3. Health Education and Screening Programs Provided
4. Referrals Made
5. Donations/Contribution Plan
6. Clinic Nurse Continuing Education
7. Advertisement

ANNUAL REPORT OF COMMUNICABLE DISEASES
FOR BOXFORD BOARD OF HEALTH
JANUARY 1, -DECEMBER 31, 1995

<u>Communicable Disease</u>	<u>#Cases</u>
Shigella	1
Giardia	5
Campylobacter	1
Cat Bite	1
Cryptosporidium	2
Streptococcus	1
E-Coli	1

**Boxford Elder Health Clinic Attendance
January 1, 1995 -December 31, 1995**

	<u># of Individuals</u>	<u># Clinic Visits</u>
ESMV - Title III		
Funded Clinics		
4-Mile Village	47	85
West Boxford	40	80
TOTAL	87	165
Boxford Board of Health		
Funded Clinics		
4-Mile Village	58	81
Senior Center	12	17
TOTAL	70	98
GRAND TOTAL	157	263

Health Screening and Education Programs
January 1, 1995- December 31, 1995

<u>Activity</u> <u>participants</u>	<u>#</u>
<ul style="list-style-type: none"> • Flu Shots given at Boxford Council on Aging November 8, 1995 	398
<ul style="list-style-type: none"> • Pneumonia Shots given at Boxford Council on Aging November 30, 1996 	77
<ul style="list-style-type: none"> • Blood Pressure Screening and Information To Celebrate National High Blood Pressure Month in May - May 17, 1995 Boxford Council on Aging Kathy Parsons, R.N., B.S.N. 	30
<ul style="list-style-type: none"> • Smoking Cessation Smokers at the clinics were offered the opportunity to participate in our DPH funded research and demonstration project "It's Never Too Late", which offers free smoking cessation individual/group counseling geared specifically to people over 60, and free nicotine patches. All Boxford clinic sites - through July of 1995 	10
<ul style="list-style-type: none"> • Nutrition for People Over 60 April 11, 1995 Boxford Council on Aging Maridee Feeherry, R.D. 	3

(Health Screening and Educational Programs continued)

- **Breast and Cervical Health**

Women at the clinics are informed of our DPH funded "Wise Women" program, which covers the cost of mammograms and pelvic exams during Medicare "off" years. Women can use their private physicians.

All Boxford Clinic sites - ongoing

3 Referred to date

- **Elders and Fitness**

October 12, 1995

Boxford Council on Aging

The benefits of walking and weight bearing exercises were discussed and demonstrated.

27

TOTAL

518

Referrals Made at Boxford Elder Health Clinics

**January 1, 1995 - December 31, 1995
(in order of frequency)**

Eye Exams	25
Physical Exams	21
Bloodwork	21
PAP Smear	21
Mammogram	19
Prostate	7
Blood Pressure	4
Physical Therapy	4
Wise Woman	3
Pneumovax	2
Hearing	2
Weight Loss	1
Alcoholics Anon.	1
Medical Alert	1
Smoking Cessation	1
Medication	1
Cholesterol	1
Gastrologic	1
Respiratory	1

TOTAL	137
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Boxford Elder Health Clinics**Donations****CONTRIBUTION PLAN**

A donation container and confidential envelopes are available at clinic sites for those wishing to make donations. In addition, a prominently displayed colored poster continues to enhance donations. Additionally, a letter describing the donation plan is available for all participants. No one is denied services if unable to contribute.

We acknowledge in writing all donations made by check, and new clinic participants receive the contribution letter included in the appendix of the proposal. Increased donations budgeted in the next year, if received, will be targeted to health education and screening programs as outlined above.

Donations are deposited immediately following each clinic, and individual clinic accounting records are kept designating all donations in support of the clinic where they were given.

DONATIONS RECEIVED

January 1, 1995-December 31, 1995

\$232.25

Clinic Nurse

Kathleen Parsons, R.N., B.S.N., has been providing nursing services at the Boxford Elder Health Clinics for the past 15 years.

She continuously upgrades and expands her nursing skills.

She has attended the following continuing education programs: January 1, 1995 - July 31, 1995

<u>Topic</u>	<u>Date</u>	<u>Hours</u>
Eating Disorders	1/95	15.0
OSHA Tuberculosis	2/95	1.0
Nutrition for People Over 60	5/95	1.0
OSHA Bloodborne Pathogens	6/95	1.0
Basic Life Support (CPR)	6/95	2.5
Update on Breast Cancer	6/95	7.0
Stress and Disease	10/95	6.0

Advertisement of Boxford Elder Health Clinics

The clinics are advertised on an on-going basis in:

- Salem Evening News
- Tritown Transcript
- Lawrence Eagle Tribune
- Boston Globe, North Weekly Section
- Boxford Council on Aging Newsletter
- North Shore Weeklies Calendar

PLANNING AND ENVIRONMENTAL PROTECTION

Conservation Commission

Ipswich River Watershed District Advisory Board

Planning Board

Zoning Board of Appeals

CONSERVATION COMMISSION ANNUAL REPORT

Although we normally meet twice a month your Conservation Commission held 38 meetings in 1995 which is a 22% increase over 1994. The increase in meetings was necessary to handle 60 Notices of Intent and 43 Requests for Determination of Applicability which is an 18% increase over 1994. The Commission issued 53 Orders of Conditions, 40 Determinations of Applicability, 30 Certificates of Compliance, 5 Amended Orders of Conditions and 6 Enforcement Orders. Each of these required a public hearing or meeting. This volunteer Commission handled this work load for more than two-thirds of the year without an Administrator. It is still the Commission's policy to perform site visits on each Request for Determination, Notice of Intent, Certificate of Compliance and informal requests.

With the hiring of an Administrator soon the Commission will be able to become more pro-active in "the promotion and development of the natural resources" of our community.

The Commission was fortunate to operate with a full complement of seven dedicated members for the entire year. Commission members have taken additional informative/refreshers courses during the past year to keep up with the latest changes in Mass. Dept. of Environmental Protection policies and regulations.

The Commission assisted in finalizing of the purchase of Chadwick field on Main St. in West Boxford and the purchase of Witch Hollow Farm on Ipswich Rd.

The Commission intends in 1996 to create a Stewardship subcommittee to be responsible for formulating a management plan for Wildcat Forest, Chadwick field and assist in creating a plan for Witch Hollow Farm.

I would like to thank members Faith, Linda and Lana for their efforts in creating and issuing an informational flyer on conservation that was distributed to each home in town.

A sincere thank you, once again to Jane Coe our minutes secretary, whose work has been outstanding. Accuracy of minutes is important since they can be used in court cases.

Sincerely,
Gerard Imer, Chairman

Peter Delaney, Vice-Chairman (Land Acquisition Com., Land Use and Mgmt Plan)
Linda Laderoute (Planning Board liaison, Land Use and Mgmt Plan)
Peter Neidhardt (Pond Overlay District Com., Land Use and Mgmt Plan)
Harry Reifel (Ipswich River Watershed Assoc.)
Faith Spath (Land Use and Mgmt Plan, Conservation Restriction Com., Cleaveland Forest Mgmt Plan Com., Ad Hoc Com. for "Boxford Woods",)
Lana Spillman (Land Use and Mgmt Plan, Conservation Restriction Com.)

IPSWICH RIVER WATERSHED DISTRICT ADVISORY BOARD

The Ipswich River Watershed District was established by the MA Legislature in 1966. The District is under the direction of a five member commission appointed by a larger Advisory Board made up of representatives of cities and towns along the Ipswich or having water rights to the River. The stated purpose of the Commission is to "investigate available water resources for the district and methods of preserving and increasing such resources". The five-member Commission that is elected from and by the Advisory Board was directed to meet at least four times a year; the Advisory Board was directed to meet twice a year.

The current purpose of the Advisory Board meetings is to give water supply officials in the member communities a chance to exchange information on water supply activities, hear presentations by state or federal staff, or other invited technical experts, on various regulations or issues that affect community water supplies, and discuss any water supply problems with other water supply professionals in the watershed.

May 4, 1995 Advisory Board Meeting:

- Representatives from 9 of the cities and towns were present and reported on water supply related activities in their communities (Boxford, Danvers, North Reading, Peabody, Reading, Rowley, Salem/Beverly, Wenham). The executive director of the Ipswich River Watershed Association reported on current Association activities focused on growth and water demand, and the water quality forum for watershed communities scheduled for May 11.
- Vicki Epstein, MA DEM/OWR, introduced our guest speaker on the development of groundwater as a source of public water supply by pointing out that the Commonwealth needs to balance competing issues including: towns wanting to develop wells on state land; need to protect rare and endangered species; the impact of groundwater development on surface water.
- Ted Morine, D.L. Maher Co., gave a concise and enlightening presentation on the development of groundwater as a source of public water supply. His points regarding the use of existing versus new sources, traditional versus bedrock wells, and issues addressing both quality and quantity were well taken and provided valuable information for the communities in attendance:
 - In order to use rock wells as a public water supply, communities must provide an evaluation of all sand and gravel aquifers. This can be difficult and costly because bedrock doesn't respect surficial divides; no one can say with certainty from which watershed groundwater recharge comes.
 - It may be more cost effective (in terms of money and time) to improve an existing supply by adding satellite wells than to develop an entirely new supply. (It takes 5 years and \$0.75-\$1.5 million for a new facility.)
 - Other issues addressed: pumping schedules; impact of wells on wetlands; endangered species habitat delineation; future treatment requirements.
- Bruce Bouck, MA DEP/DWS, reported on the MA DEP process for permitting groundwater wells, including an awareness of other agencies involved, and the DEP's policy on the use of bedrock wells:
 - DEP views bedrock wells as the last resort for public water supplies.
 - The Ipswich River is a very stressed watershed (not enough supply for the demand); use of bedrock wells (explored regionally with inter-community cooperation) might relieve the surface water burden in stressed areas.

- Duane LeVangie, MA DEP/OWM, reported on MA DEP's Ipswich River Initiative, and gave specific examples of ways communities might start to cooperate regionally to achieve cost savings and address problems of quantity in this stressed watershed:

- All the water available (to minimum steamflow) has been permitted in the Ipswich watershed; through the Initiative process, the DEP is reviewing city and town withdrawal permits.

- 75% of the municipal withdrawals are exported out of the basin; this amount represents less than 10% of the flow of the river.

- Benefits of regional water supply development include: reduction of unit cost of water for residential and business users; sharing of leak detection equipment via lease programs.

The IRWDAB usually meets twice a year, on the first Thursday of May and November, in the Lynnfield Town Hall, from 2-4 PM.

Jennie Bridge
Boxford Representative
Advisory Board Chairman, and
IRWD Commissioner



Chaplan Mill - Depot Road

PLANNING BOARD

The past year was one of consolidation for the real estate market. Although interest rates remain relatively low, the burst of development activity due to pent-up demand is largely behind us. The Planning Board spent most of the year working through its backlog and the submission of several relatively small subdivisions.

SUBDIVISIONS

The Planning Board received definitive submissions for six new or modified subdivisions in 1995: Kelsey Highlands (16 lots), Hood Farm Modification (1 lot), Moody (1 lot), Baynes Hill (11 lots), Depot Road Subdivision Modification (2 lots), Walker Lane (4 lots). 35 lots were proposed.

Three subdivisions were approved: Parker Place (4 lots), Kelsey Highlands (16 lots), and Hood Farm Modification (1 lot), making a total of 21 new subdivision lots available for construction.

In addition, 18 new lots were created via the "Approval Not Required" process. These lots are not subdivisions, since they have frontage on already existing ways.

The total of new lots created during 1995 through subdivisions and ANRs was 39. As a point of interest, only 48 building permits were issued for residential construction during the year, the same as the historical average over the past 30 years.

MASTER PLAN COMMITTEE

One of the goals set by the former Ad Hoc Committee on Rapid Growth was to revise the Boxford Master Plan, written by Charles Eliot in 1961. This document laid out a vision for the future development of the Town at a time when the population was 30 percent of its current level, and it has guided us well through the last 35 years. However, it is time to review the Master Plan and make the necessary adjustments to assure that over the next 25 years, as the Town approaches full build-out, it retains its essential character and qualities. The Town is currently at approximately 60 percent of its final build-out population, and it is expected that the new Master Plan will serve as a policy guide during a time of increased pressures for development.

Revision of the Master Plan is the responsibility of the Planning Board. A Master Plan Committee was formed in 1995 to make the update with input from the residents of the Town and a limited amount of professional consultation.

The Committee members include Bob Gore, Chair, Camilla Coolidge, Natasha Grigg, Gerry Johnston, Timothy Mansfield, Jonathan Mooers and Neal Olanski. The Committee has been ably assisted by Thomas Planning Consultants of Boston. The Committee has met nearly every week since late September and has held four specialized public working sessions and a preliminary recommendation meeting on March 26. As of this writing, a working draft has been revised twice.

The Planning Board would like to extend its appreciation to the volunteers on the Committee for the extensive time and effort they have devoted to the task. Through their contributions we have assured that the spirit and character of the Town will be sustained. Moreover, their volunteer efforts have saved the Town a significant amount of money.

ORGANIZATION CHANGES

Bob Nordstrom resigned in June, much to the regret of the Board. We would like to thank him for his years of dedicated service, particularly on the subdivision committee.

The Selectmen and the Planning Board met jointly on Sept. 6 and appointed Linda Laderoute to fill Mr. Nordstrom's position until the next election. Since Ms. Laderoute was already a Conservation Commissioner, she was able to immediately assume the duties of liaison to the Commission, a position vital to coordination between the Board and the Commission.

In addition, the Board reluctantly accepted the final resignation of Dean Spofford effective January 1, 1996. Mr. Spofford has served the Town in many capacities, and his presence will be missed.

ZONING BYLAW

The Board recommended, and the Town approved at its Annual Meeting in May, three changes to the Zoning Bylaw. The first required that land within 75 feet of a wetland may not be counted towards the contiguous buildable area. The effect of this change will be a significant increase in lot size in areas abutting wetlands. The other two changes were relatively minor clarifications to the wording in two sections of the Bylaw.

RULES AND REGULATIONS

The Board continued to work on updating its Rules and Regulations. Amendments were voted on March 15 and April 19 during Public Hearings. It remains to consolidate and publish the changes.

PERSONNEL

In May, the Board accepted the resignation, for personal reasons, of Cecile Cormier. Ms. Cormier had served for over two years as Administrator for both the Planning Board and the Conservation Commission. The Board would like to extend its thanks to Ms. Cormier for her contribution and patience during a period which was one of the busiest in recent memory and fraught with controversy as the Town absorbed the peak of a development cycle.

We have been fortunate this year to have the services of Edith Papadoyianis as Secretary to the Board. She has stepped into the gap and assumed many of the duties of Planning Board Administrator with capability and good humor.

Kurt B. Kaiser	Chairman, Planning Board Representative, Capital Budgeting Committee
Craig Falk	Vice Chairman, Planning Board Member, Boxford Housing Partnership Member, Pond Overlay Implementation Committee
Bob Gore	Master Plan Committee Representative to Zoning Board of Appeals Representative, Land Acquisition Committee
Linda Laderoute	Joint Member to Conservation Commission Alternate, Subdivision Committee
Ellen N. Maynard	Chairwoman, Subdivision Committee Representative, Land Acquisition Committee
Dean Spofford	Subdivision Committee
David Trask	Clerk, Planning Board Subdivision Committee

BOARD OF APPEALS

During the calendar year 1995, the Board of Appeals acted upon 27 applications with the following results:

22 Special Permits -	14 granted, 1 denied, 5 withdrawn, 2 pending
1 Appeal -	1 denied
4 Variances -	3 granted, 1 pending

During the year, the Board had 27 cases. Nearly all cases required at least two hearings; several had four or five. There were numerous site visits and a few special meetings to accommodate people with time constraints.

Several meetings had to be moved to accommodate large numbers of concerned citizens and special interest groups whose views had to be heard at length and sometimes required continuance to provide additional information.

Recent cases and court decisions have pointed out the need for revisions or clarification of bylaws relating to the removal of gravel in conjunction with site preparation and in relation to buildability.

Changes in his work, have made Alternate Stephen Kokkins available again. This will help to spread the burden of hearings, site visits and decision writing.

Some thought is being given to increasing the number of meetings in busy times and of increasing fees which have not changed in some 20 years.

Last year's (fiscal) expenditures were kept within the limits of the budget by small transfers among line items, therefor a request for level funding for FY 1997 will be made by the Board.

Carlyle Thomas, Chairman (deceased)
 William R. Cargill, Jr.
 Robert H. Clewell
 Robert W. Conroy, Alternate
 Stephen Kokkins, Alternate
 Douglas Stuart, Alternate

COMMUNITY SERVICES

Arts Council

Boxford Bay Circuit Program Committee

Computer Study Committee

Council on Aging

Boxford Historic Districts/Historical Commission

Recreation Committee

Recycling Committee

Veterans' Graves Officer

Veterans' Services



BOXFORD ARTS COUNCIL

The intent of the Massachusetts Cultural Council is to stimulate and encourage the arts and humanities at the local level. This is done through direct grants to individuals and organizations.

Boxford will receive \$3,100.00 from the Massachusetts Cultural Council for the fiscal year 1996. The deadline to apply for this money was October 16, 1995. This council is responsible for establishing the guidelines for the use of the funds and determine if allocations of the funds comply within these guidelines.

The Massachusetts Cultural Council has simplified the application process by establishing a state wide application deadline. This makes it easier for neighboring communities to work together and should give the applicants the opportunity to develop programs in the early fall, after they are aware of their budgets for the year.

Grants approved in 1995 were as follows:

Boxford Council on Aging	\$399
Boxford PTO Native American Perspectives	375
Boxford PTO - Tony Toledo Storyteller	500
Boxford PTO - Roger Tinknell singer	300
Patty Carpenter - Music for Seniors	356
Masco Music Dept. - Refurbish piano cover	120
Masco Assembly Committee - VOX 1 Jazz group	300
Masco Jr/Sr High Arts Presentation	300
Masco Jr. High School - Myth Masters	208
Merrimack Valley Philharmonic Orchestra	200
Masco Jr. High - Snow Queen/Salem State	108
Masco Jr. High - Charles Dickens/Music Theater	343

Kathryn Milnes, Chairman
 Joan M. Haley
 Jane K. Holt
 Jane S. Langton
 Wendy M. Levy

BOXFORD BAY CIRCUIT PROGRAM COMMITTEE

The Boxford Bay Circuit Program Committee holds joint meetings with BTA / BOLT on the first non-holiday Monday of each month at 7:30 PM in the Community Center. The public is invited to participate.

The annual Bay Circuit Trek was held on nine autumnal weekends. Boxford hosted the trek on Saturday of the second weekend, September 16, 1995. The leaders were Andrew Plucinski and Jean Dewberry, both of Boxford.

Due to the extremely dry conditions, the Boxford Fire Department had closed all Boxford woods. Fire Chief Peter Perkins worked with the Bay Circuit Committee to permit this trek to continue. A set of fire prevention conditions had to be followed by the trekkers.

The trekkers met at the Sharpner's Pond side of Bald Hill on Saturday morning, leaving some cars there and driving to the start, the exit of Georgetown-Rowley State Forest on Pingree Street in Georgetown. They stopped for an hour at the Boxford Apple Festival to sample the Festival's famous apple pie a la mode, then resumed the trek and ended at Sharpner's Pond parking lot. All participants had a good time.

Alan French, Director of the Bay Circuit Alliance, is encouraging all participating towns to form trail committees and establish continuous linkages for the Bay Circuit. An intern was hired for the summer to formulate a land plan for the Bay Circuit. The overall plan is to enhance the Bay Circuit Trail with open space lands that become available along the route. Boxford has several parcels along the route that deserve preserving: the Lockwood forest, two parcels on Chapman Lane, the railroad bed and a couple of other parcels. More about this land protection project in 1996.

The Bay Circuit Alliance is an organization of organizations and individuals. Nancy Merrill, 20 Cross Road, Boxford, meets with the Bay Circuit Alliance Board of Directors and is a member of the Executive Board.

Copies of the Bay Circuit Guide to Walks in and around Boxford, with updates, are for sale at the West Boxford Store and the Community Store.

Respectively Submitted,

Nancy Merrill

Alison Chase

Alexander Gillman

Beverly Ingalls

Mel Phrol

COMPUTER STUDY COMMITTEE

Individual members of the Computer Study Committee provided extensive assistance to the Building Inspector and the Health Agent with respect to both hardware and software problems.

Informally, members of the Committee also assisted the Conservation/Planning Board Administrator and Executive Secretary with miscellaneous questions and problems.

Formally, the Committee provided guidance and recommendations in terms of configuration and networking of computers at the 200 Washington Street office. The Committee also made recommendations with respect to the implementation of the Central Voter Registry (Motor Voter) computer system by the Town Clerk. The committee also assisted the Treasurer/Tax Collector with system hardware upgrades.

Respectfully submitted,

Charles D. Laderoute, Chairman
Peter Clark
Raymond Harrold
Russell Larson
David Manzi

COUNCIL ON AGING

As we write this report for 1995, elder calls for help have greatly increased. More calls are received by Alzheimer and Parkinson patients and families so we call on Elder Services of Merrimack Valley for more help and workers. Keeping Seniors in their own homes, in happy and familiar surroundings, is very important for their health.

MEALS ON WHEELS

Our Meals on Wheels has increased a great deal this year for different reasons. Seniors receive a very healthy and nutritious hot meal, delivered five days a week. Let us hope Washington does not cancel this program for people who need it so badly. This year we started hot Senior meals here at the Center. What a great way to get a nice hot, nutritious meal and meet your friends. We thank all the volunteers, especially the younger people who volunteer their time to drive and deliver meals.

CLINICS

This year, beside the flu clinic, we also had a pneumonia clinic for people 65 and over with authorization from their doctors. Starting in mid-February we will be having a clinic once every two months with all kinds of doctors, from a family practitioner to specialists, to take care of people.

TRANSPORTATION

Our NEET program continues to provide transportation to doctors appointments, hospital visits, shopping and hair appointments. Local Boxford volunteers tirelessly and enthusiastically give their time to make this program possible. We would like to have more Seniors donate their time to drive clients.

ELDER SERVICES OF THE MERRIMACK VALLEY

Our annual donation of \$196 to Elder Services of the Merrimack Valley provides us with approximately \$30,000 worth of services that support frail elders in their homes. Their Legal Division has been particularly helpful. We have used them for several clients. They also provide a page for our monthly newsletter.

DIRECTOR COA

Marie L. Cody, COA Director, is the liaison between Boxford Seniors and the services that are available to them. Marie keeps in touch with the needs of Seniors by visiting with them in their homes and providing them outreach programs and health information, recreation, and health clinics at the Senior Center. Through the MCOA, she keeps informed of Federal, State and local programs. Marie is extremely proud of the work we do for the Town of Boxford. She asks anyone who has an extra hour during the week to call her and become a COA volunteer.

Volunteerism is a great resource and feeling of accomplishment. We need help. Please join us.

Judith Carr, Chairman
Milton Knauer, Vice Chairman
Larry Holt, Treasurer
Lula Gould, Secretary
Jean Buell
Kathy Langton
Marie L. Cody, Director

HISTORIC DISTRICTS/HISTORICAL COMMISSION

The most tangible reminders of the Historic Districts/Historical Commission's activities this year are the signs at the entrances to the two historic districts in Boxford: Boxford Village and Howe Village. The Historic Districts/Historical Commission (HDHC) is indebted to Tom Greene and the Boxford D.P.W. for procuring and erecting the signs, replacing those which disappeared over twenty years ago.

This commission has also produced an informational brochure which describes the activities of a Historic District Commission and which is available to any resident upon request.

The HDHC meets monthly, on the fourth Wednesday at 7:30 P.M. in the Community Center to hear and act on requests for certificates of appropriateness from residents of the districts who wish to do work on any part of their property visible from a public way. All meetings are open to the public which is encouraged to attend.

In addition to activities governing the historic districts, the commission also fulfills the responsibilities of a historical commission as approved by an Annual Town Meeting vote in 1994.

An example of historical commission activity is a project to save the "Little Red School House" on the Cole School property, undertaken by a private citizen, Brenda Stickney, with support and input from the commission. Largely due to Mrs. Stickney's considerable efforts, the State has agreed to submit the school house for inclusion on the National Register of Historic Places. This is the only remaining one room school house in Boxford not converted to another use and sits, significantly, on property containing two additional school houses - each representing different eras in Boxford's education of its children.

The HDHC has also entered into an agreement with the Boxford Historical Society (BHS) to promote identifying signs on historical homes in Boxford. These signs, made by Bob Leonard of Ould Colony Signmakers in Newburyport, are available for purchase by any homeowner in Boxford. Contact Alexander Colby, BHS President, for more information on "signing up" your home. **NOTE:** residence in a historic district is **not** a requirement for acquiring a house sign nor is the age of the house a limiting factor.

Again this year, the HDHC defines the three organizations in Boxford having to do with things historical:

HISTORIC DISTRICT COMMISSIONS are municipal bodies responsible for regulatory design review within local historic districts.

HISTORICAL COMMISSIONS are the official agents of municipal government responsible for **community-wide** historic preservation planning.

HISTORICAL SOCIETIES are private organizations concerned with the preservation of town history through records, collections and properties which they maintain.

Finally, what is "preservation"? As defined by D. Young for the National Trust for Historic Preservation, it is "just having the good sense to hang on to something because it's good to look at, because it works, because it links us with a past that we need to remember."

Respectfully submitted,

Susan T. Peterson, Chairman
Boxford Village

Cortland Bacall, Historical Society
Rodney Burnett, Architect
Wendy Perkins, Realtor
(vacancy) Howe Village

Alternates

Sandra Cliffe, Howe Village
Nancy Merrill, Boxford Village
James Sterio, Attorney



Little Red School House C 1915
School #2--Palmer School

RECREATION COMMITTEE

The Recreation Committee is an appointed committee of six individuals who are assigned the task of maintaining, planning and building the recreational fields in the town. The Recreation Committee is also responsible for the organization of the Fourth of July Parade, and the management of Camp Sacajewea on Stiles Pond. The Recreation Committee is involved with the Boxford Trails Association to help maintain the trail system in Boxford.

During the 1996 fiscal year, the Recreation Committee has been involved with some extensive building projects:

- (1) The Boy Scout Park Soccer Field was reseeded and a new well and irrigation system was installed.
- (2) Two new fields were planned at the Landfill. One field was completed and the construction of the second field has begun. Considerable amounts of fill and topsoil are needed to complete the second field. The Recreation Committee is actively pursuing all sources of materials for this field. A well was installed at the Landfill that will be sufficient to satisfy all the irrigation needs of the new and old fields.
- (3) A new well and sanitation system has been planned for Camp Sacajewea.

The fiscal 1997 year will be an equally active year for the Recreation Committee. Work has been planned for Johnson Field. The old baseball field will be resurfaced and a new baseball diamond is planned. The Cole School field may need to be moved. The planning of the field space at Cole School will be an active concern for the Recreation Committee. Further work is planned for the second new field at the Landfill.

Robert H. Bisceglia, Chairman
Nancy Merrill
Lari Hamel-Wolz
John Rowen
John Schickling

RECYCLING COMMITTEE

Our comprehensive Recycling Program in Boxford continues to flourish. In 1995 our town received an 'A' grade from DEP for recycling 35% of our trash. In July our drop-off collection expanded to include textiles: all manner of used clothing, sheets, towels, curtains, paired footwear, stuffed animals, belts and pocketbooks. The charts on the following pages show what items can be recycled, how to prepare them, whether they are collected at the curb or at the Drop-Off Center and any fees.

There is no direct cost to residents for the curbside collection of recyclables; this expense is covered by the trash sticker fee. However, there is a charge for some of the items at the items at the Drop-Off Center, 15 Spofford Road. Checks made out to the Town of Boxford as well as pre-bought \$5 recycling tickets can now be accepted weekly at the Drop-Off Center, but NO cash can be accepted by the recycling attendant.

Cooperative, successful new events this past year included April Earth Day celebrations in conjunction with the Garden Club, Paint Recycling Collection held in June with the towns of Topsfield and Middleton, and a compost bin sale in August at Lincoln Hall through a grant from DEP to Essex County where we sold our consignment of 40 bins at the subsidized cost of \$20 per bin.

The "Take It or Leave It" Shed is on hold until a new site for the Recycling Drop-Off Center can be agreed upon after the Land Use Plan committee issues its recommendations. We are hoping for a summer 1996 opening of the shed.

Volunteers are the lifeblood of our town and the Recycling Committee is extremely gratified by the volunteer efforts of Phyllis and George Fischer who painted the new textile sign; Environmental Club members at Masconomet High School, town board and committee members who helped out on Large Item Day; neighborhood groups, Scout troops, families and individuals who picked up litter and recyclables from roadways on Earth Day. It was with deep regret our Committee accepted the resignation this year of Betty Strong who had served 18 years as a member of Boxford's Recycling Committee spanning three intermittent phases of recycling—the latest phase since 1989.

Our thanks to the League of Women Voters for sponsoring E-CALL, the 24 hour ecology hotline that gives residents who call 1-800-800-6881 the how, what, when and where of recycling for our town.

Please find below the total amount of materials recycled in Boxford during 1995:

MATERIALS	TONS
Mixed Paper	527
Commingled (Plastics #1, #2, #5, #6; Glass; Aluminum cans; Tin cans)	225
TOTAL CURBSIDE	752
Corrugated Cardboard	43
Scrap Metal	32
#6 PS foam plastic	1
Tires	3
Auto Batteries	1
Motor Oil	8
Textiles	1
* Construction/Demolition	28
TOTAL DROP-OFF	117
Other:	
Lead Neck Sleeves	10 lbs.
Salvation Army bins	emptied 108 times
**Compost	237
Combined Tons Diverted	1078
Total Curbside + Total Dropoff Recyclables + Compost - Construction/Demolition = Combined Tons Diverted	
Estimated Disposed Trash	2040
Estimated Diversion Rate	35%

* DEP does not credit C/D towards recycling rate.

** DEP will credit leaves & yard waste composting as we do not accept either for disposal.

Teri Allen, co-chair
Karen Sheridan, co-chair
Lorraine Ott
Joanna Daniel
Nancy Woolford
Betty Strong (1-96)

FEE SCHEDULE FOR DROP-OFF RECYCLING ITEMS

Payment: Recycling tickets cost \$5.00 each and are available for sale at the Treasurer's office, Boxford Town Hall, 28 Middleton Road, Monday through Thursday, 9:00 a.m. to 4:00 p.m. The Recycling Attendant is not allowed to accept cash, but checks made out to The Town of Boxford are acceptable at the Drop-Off Recycling Center, 15 Spofford Road.

Fees for Wood and Construction Waste

Fees will be charged based on volume brought to the Recycling Center for disposal. Fees are based on the size and type of vehicle or container used to haul the waste.

32 gallon barrel level filled	\$ 5.00	1 ticket
Sedan car trunk	\$15.00	3 tickets
Cubic Yard measured on site	\$25.00	5 tickets
Station Wagon	\$50.00	10 tickets
Small ½ ton pickup truck	\$70.00	14 tickets
Minivan	\$70.00	14 tickets
Full size pickup truck	\$95.00	19 tickets

No larger vehicle may be used.

Acceptable C&D Wastes for Recycling

The following wastes will be accepted for C&D Recycling:

Wood, lumber, used and scrap (may contain nails); doors; windows, and plate glass, mirrors; window frames with or without glass – wood, aluminum; plaster; gypsum; sheet rock (used and scrap); blue board; piping (plastic, copper); plumbing fixtures – cast iron, stainless steel, fiberglass, ceramic; ceramic tiles; linoleum sheets and tiles; pressure treated wood; painted or finished wood; roofing shingles; plastic tarps; wood furniture; wood cabinetry; laminate counter tops; brush.

Prohibited Wastes

The following wastes will not be accepted for C&D recycling:

Bricks and mortar, cement blocks, stones and rubble; hazardous wastes; asbestos, lead, and toxic chemicals.

Fees for Large Appliances/Metal Items

Fee of \$10.00 (2 tickets) for the following:

Washers, dryers, dish washers, stoves, ovens, gas grills, hot water tanks, lawn mowers, steel bed frames, radiators, cast iron sinks and tubs, snow blowers, tillers, aluminum truck caps without fiberglass.

Refrigerators, freezers, air conditioners, dehumidifiers.

Fees for Tires

Fee of \$2.50 for one car or small truck tire.


No charge for up to 8 bicycle or lawn mower tires.

DROP - OFF CENTER RECYCLING

Located at entrance to landfill, 15 Spofford Road
Open Saturdays from 8:00 A.M. to 3:30 P.M.

Checks Only
made payable to
Town of Boxford





No Cash Accepted

MATERIAL	WHAT TO RECYCLE	PREPARATION	DO NOT INCLUDE
PLASTIC POLYSTYRENE	Styrofoam packing, foam cups, trays, clam shells, marked PS # 6	Rinse clean 	Any item that is NOT marked PS #6. No small packing "peanuts"
METAL APPLIANCES LARGE APPLIANCES *Fee \$10	Washers, dryers, stoves Refrigerators, freezers, air conditioners, dehumidifiers	Doors off	No TVs, wood, cement, tires, plastic parts
SCRAP METAL *Fee \$10 No fee for small items	Pipes, wire, cast iron, mixed heavy metals, light iron, scrap aluminum	Place in metal bin Containers must be empty & residue free	No closed containers
BATTERIES MOTOR VEHICLE BUTTON	Car, truck, motorcycle, open cell Small buttons used in watches, hearing aids, pacemakers, cameras	Place on pallet at Center Place in marked container	No Household batteries
SALVATION ARMY ITEMS Large item pick up (617) 231-0803	Toys Small appliances Household items	Clean, reusable Boxed or bagged, must fit in container	No soiled, torn, broken, unusable or items too big to fit in bins
TIRES Fee *\$2.50 each	Small truck or car	Rims okay	
ALUMINUM	Pans, foil	Rinse clean	
C & D CONSTRUCTION & DEMOLITION DEBRIS WOOD *Fee based on volume	Wood, lumber, doors windows, plate glass, mirrors plaster, plumbing fixtures tiles-ceramic, linoleum, shingles, cabinetry, brush	Pay by ticket/check Place in marked bin	No bricks, mortar, cement blocks, stones, rubble, hazardous wastes: lead, asbestos, toxic chemicals
CORRUGATED CARDBOARD	Heavy cardboard, usually brown with ridged layer sandwiched between two flat sheets	Must be flattened Keep dry	No cereal or gift boxes, frozen food boxes, milk or juice boxes, other types of cardboard
WASTE MOTOR OIL (1st & 3rd Sat. ONLY)	Crank case oil, diesel oil, transmission fluid	Capped containers	Gasoline, anti-freeze, brake fluid, PCBs, etc. Anything other than what is specifically allowed
TEXTILES	Clothes, blankets, shoes, sheets, belts, pocketbooks, stuffed animals	Clean, dry securely bagged	No oil-soaked or wet items, rugs, carpet pillows
LEAD NECK SLEEVES	Lead sleeves on wine bottles	Remove from wine bottle	Plastic neck sleeves, wine bottles

CURBSIDE RECYCLING

Identifying and Preparing Recyclables

Here is a chart to get you started on sorting recyclables properly so they can be processed and made into something new.

MATERIAL	WHAT TO RECYCLE	PREPARATION	DO NOT INCLUDE
GLASS	Bottles and jars that have been used for food or drink.	Rinse clean; remove metal or plastic rings & corks. O.K. to leave paper labels on.	No broken glass, dishes, ceramics, mirrors, plate glass, light bulbs, etc. metallic coverings.
PLASTIC  PETE  HDPE  PP  PS	Only rigid <u>containers</u> marked #1 - PETE, #2 - HDPE, #5 - PP, or #6 - PS	Rinse clean, remove metal or plastic caps and rings.	No plastic lids & bands. No item that is not marked HDPE, PETE, PP or PS. No foam #6 PS cups, trays, clam shells or packing.
ALUMINUM	Only pure aluminum cans.	Rinse clean.	No bottle/jar lids, pie plates, foil, cans with paper or plastic parts.
METAL CANS	Steel or tin & mixed metal tin cans.	Rinse & remove labels. (Remove top and bottom if you want to flatten them for easier storage.)	No cans with paper parts in them, paint cans, automotive product cans, or scrap metal.
NEWSPAPER	Newspapers, brown paper bags, magazines, catalogs, NYNEX phone books, junk mail, paperboard (i.e., cereal & tissue boxes)	Put into paper bags. Remove cereal box liners	No corrugated cardboard, waxed/coated paper. No plastic bags.
<i>Use it up, wear it out, make it do, or do without.</i> New England Proverb			

These items can only be recycled at curb-side, **NOT** drop-off.
 The reverse holds true for the drop-off items, only drop-off **NOT** curb-side.

VETERANS' GRAVE OFFICER

Preparations for the 1995 Memorial Day celebration were as usual this year. Flags were placed on Veteran's Graves about one week in advance, as done in the past. I keep the cemetery officials supplied with extra flags in case I should miss one, and it has paid off this year.

The cemeteries are all in very good condition except for the Ancient Cemetery on Main Street. This was cleaned up somewhat by the Town last year. However, I understand that after Memorial Day of this year, extensive work was done by the scouts.

The "population" of the cemeteries is increasing as indicated by the count this year:

	<u>1994</u>	<u>1995</u>
Boxford Village Cemetery	59	61
Brookside Cemetery	56	57
Harmony Cemetery	28	28
Mt. Vernon Cemetery	61	65

Again, if anyone knows of a Veteran's Grave without a flag, please let me know.

Kenneth Chadwick
Veterans' Grave Officer



VETERANS' SERVICES

NORTH ANDOVER-BOXFORD DISTRICT
120 Main Street
North Andover, Massachusetts 01845
(508) 682-6378

No expenditures were made by the Veterans' service Department during fiscal year 1995.

In 1946, Chapter 115 of the General Laws was passed by the General Court creating a Massachusetts Veterans' Service Department and called for the establishment in every city, town, or district a Department of Veterans' Services.

In 1947, the Selectmen of the Towns of North Andover and Boxford voted to form a district and appointed a District Director of Veterans' services to carry out the provisions of Chapter 115 of the General Laws. The general purpose of the District Director of Veterans' Services is the administration of Veterans' Benefits Programs to provide the utmost possible assistance to veterans and/or their dependents in time of distress or hardship. While the department is not **PUBLICIZED** in either community, I would like to take this opportunity, as a full-time Director, to announce my office hours.

North Andover Town Hall
Mon.-Friday 8:30 AM to 4:00 PM
(508) 682-6378
Home:(508) 683-4257

Boxford Town Hall
(508) 887-8181

SERVICES PROVIDED BY THE STATE FOR VETERANS, WIDOWS OF VETERANS, AND THEIR DEPENDENT CHILDREN BY THIS OFFICE:

- Financial Assistance
- Medical Services
- Educational Benefits
- Death Benefits
- Motor Vehicle Plates-Veteran-P.O.W. & Pearl Harbor
- Property Tax Exemptions
- Veterans Bonus
- Civil Service Employment
- Housing Programs

ALSO, ASSISTANCE PROVIDED THROUGH THE FEDERAL V.A. ADMINISTRATION FROM THIS OFFICE:

- Obtaining and maintaining copies of discharges
- Information on V.A. Home Loans
- Insurance Programs
- Applications for Services at V.A. Hospitals and Clinics
- Applications for Widows Pensions

All of these programs are subject to eligibility according to State and Federal Guidelines.

Richard E. LaHaye
District Director

**INDEPENDENT SERVICES
for the
TOWN OF BOXFORD**

(H.A.W.C.)
Help for Abused Women and Thier Children

Historic Document Center

Tri-Town Council on Youth and Family Services, Inc.

Help for Abused Women and Their Children

27 Congress Street • Salem, MA 01970

Office (508)744-8552
TTY Voice 9-524 Hour Hotlines
(508)744-6841
(508)281-1135 Gloucester onlyHelp for Abused Women
and their Children

Demand for Services Triples in Three Years

Help for Abused Women and their Children, known by the acronym HAWC, was established in 1979 and first provided shelter for abused women through a network of safe homes.

In 1985, HAWC purchased a 19th century home in Salem where we can shelter up to six women and 10 children at a time. HAWC is the only agency providing comprehensive services to battered women in 23 North Shore communities, from Saugus to Gloucester.

HAWC has a philosophy of self-help. We believe that battered women are caught in a crisis situation caused by long-standing societal patterns of oppression against women. HAWC offers battered women and their children shelter, support and practical information about their options and opportunities to interact with others who understand their situation. HAWC's goal is to enable women to make independent and informed decisions about their futures.

In 1995, 8,500 women turned to HAWC for help and received it free of charge. This was more than triple the number of women HAWC served in 1992, just three short years ago. HAWC's services included: a 24-hour hotline • emergency shelter • individual counseling • support groups • and legal advocacy. In addition, HAWC worked to stem the tide of violence through community outreach and education, including our acclaimed Teen REACH Program which works to prevent teen dating violence.

Out of the 8,500 women HAWC served, 54 were from Boxford, more than double the number of Boxford women that we assisted in 1994. These services were provided free of charge. In addition, the Teen REACH program made numerous visits to the Masconomet Regional High School and Second Congregational Church, presenting vital information on preventing teen dating violence.

BOXFORD HISTORIC DOCUMENT CENTER

The Boxford Historic Document Center will celebrate its 20th anniversary in 1996. Established by the Boxford Bicentennial Commission, the Document Center is an enduring legacy of the celebration of the Bicentennial of the American Revolution in 1776. It is run under the auspices of the Ingalls Memorial Library Association.

Two hundred, thirteen people visited the BHDC in 1995 for research or to look at exhibits; many others viewed the doll collection housed in the Doll House. We also answered mail and telephone requests. Our researchers, many of whom are from Boxford, use family papers, books, maps, photographs and microfilm of newspapers and town records to study aspects of Boxford's history, often tracing a particular family or house. Much of the collection, especially family papers, comes to the Document Center as gifts. When possible, we buy additional reference materials to augment the collection.

The Document Center relies on a volunteer staff to assist the archivist, helping with reference work, and organizing and cataloguing collections of papers. This year our volunteers included Lu Gould and Dorothy Woodbury.

To encourage interest in the Document Center, we held an informal Open House on May 6, 1995, featuring new exhibits of photographs. We also had a table at the Apple Festival in September. We have continued the series of "Mystery Photos" in the local newspaper, hoping to engage people's curiosity about Boxford and the Document Center, and also to identify some unknown photographs. Several groups toured the Document Center this year, examining old photographs and the 1776 scale model of Boxford to note changes in the town.

The Boxford Historic Document Center is open for researchers and visitors on Wednesdays, 9 to 4 and evenings from 7:30 to 9:30. We are also open the first two Saturdays of each month, from 10 until 3. Special appointments may be made with the archivist if these hours are not convenient. There are several exhibits for visitors to enjoy, and a large scale model of the town as it appeared in 1776. Books about Boxford's history and houses are available for sale, along with sweatshirts and T-shirts, printed with the town seal.

Respectfully submitted,

Martha Clark
Archivist

THE TRI-TOWN COUNCIL ON YOUTH AND FAMILY SERVICES, INC.
 38 Maple Street P.O. Box 205
 Middleton, MA 01949
 (508) 750-8139 (508) 887-6512
 FAX (508) 750-8143

Incorporated in 1972, the Tri-Town Council on Youth and Family Services, Inc. is a private, non-profit, community based human services agency, whose mission is to provide leadership and resources to current and emerging concerns that impact the quality of life in Boxford, Middleton, and Topsfield. To achieve our vision, we provide services including Intervention, Prevention, and Community Development.

The Council is funded by the towns of Boxford, Middleton, and Topsfield, the Masconomet Regional School District, the United Way, membership dues, and fundraising activities.

We have had a very full and effective year of service provision in the areas of Intervention, Prevention, and Community Development.

INTERVENTION:

- * Over 800 tri-town and choice students (up 3% over last year) received crisis intervention, peer education, special needs counseling, and ongoing support on issues such as alcohol and other drug abuse, AIDS prevention, pregnancy, adolescent parenting, family violence, date rape, and school transition issues.
- * The Council's Crisis Intervention Counselor supervised the hospitalization of 26 students at risk, an increase of 400% over last year.
- * Council services were provided to 8 pregnant adolescents and 3 parenting adolescents, allowing them to stay in school and graduate.
- * 170 families at risk were provided services by Tri-Town Council staff, an increase of 12% over last year.
- * The Council's professional staff responded to 51 information and referral calls requesting services for family substance abuse, family violence intervention, housing, disability aid, legal assistance, school crisis debriefing, and employee assistance.

PREVENTION:

- * 133 Masconomet graduates (of a class of 166) attended the substance free Senior All Night Graduation Party this past June.
- * The Junior and Senior High School participants in the Council's Peer Education program were recognized for the first time at Masconomet Awards Night for their work with their fellow students in areas of substance abuse education, AIDS education, and violence prevention.

- * The Council organized and sponsored the first ever substance free post prom party for Masconomet Juniors and Seniors this past May.
- * 731 Boxford and 140 Middleton elementary students participated in HORIZONS after school enrichment programs.
- * All Middleton town employees were given orientation and training in the Employee Assistance Program. The program has been utilized successfully with a case load appropriate to the number of persons enrolled.

COMMUNITY DEVELOPMENT

- * The Council organized the first chapter of Fathers Against Violence in Massachusetts. FAV is committed to healing the epidemic of violence which affects our families and communities.
- * The Council, together with Strongest Link AIDS Services, organized the first annual "Pride Stride" Walk-a-thon to bring together all the service and education organizations in the three towns for a day of celebration and fundraising.
- * The Council became a partner with the Gloucester Prevention Network in order to share resources and write grants for substance abuse prevention.
- * The Council became a member of the Western Essex Partnership of the North Shore to advance technical/vocational education.
- * The Council organized the first tri-town World AIDS Day candlelight vigil on World AIDS Day, December 1, 1994.

The Council's Board of Directors has worked hard to develop a long range strategic plan of programs and services that will stay current with the changing needs of the community. We thank you for your support and we look forward to another challenging and productive year of service provision.

Sincerely,



Edwin S. Vaeni
Executive Director

BOXFORD INFORMATION

The Town of Boxford was INCORPORATED in 1685.

POPULATION - 7427

NUMBER OF RESIDENCES, (1995) - 2373

REGISTERED VOTERS, December, (1995) - 4354

AREA - 24.39 square miles

POPULATION DENSITY, (1995) - 304 persons per square mile

AVERAGE HOUSE PRICE, \$258,000.

MILES OF ROADS, January 1, 1996 - 116

NUMBER OF NAMED STREETS - 159

TAX RATE - \$13.45 per thousand

STATE AND FEDERAL REPRESENTATION

U. S. SENATORS

Edward M. Kennedy (D)

Russell Bldg, Rm 315

Washington, D.C. 20510

Tel: (617) 565-3170 (Boston)

Fax: (617) 565-3183

John F. Kerry (D)

United States Senate

Russell Bldg, Room 421

Washington, D.C. 20510

Tel: (617) 565-8519 (Boston)

Fax: (617) 248-3870

U. S. CONGRESSMAN

Peter Torkildsen (R)

120 Cannon Building

U. S. House of Representatives

Washington, DC 20510

Tel: (202) 225-8020

Fax: (202) 225-8037

DISTRICT OFFICE

70 Washington Street

Salem, MA 01970

Tel: (508) 741-1600

Fax: (508) 744-1640

GOVERNOR

The Honorable William P. Weld (R)

State House, Room 360

Boston, MA 02133

Tel: (617) 727-3600

Fax: (617) 727-9725

STATE LEGISLATORS

Senator Bruce E. Tarr (R)

State House, Room 507

Boston, MA 02133

Tel: (617) 722-1600

Fax: (617) 722-1310

Rep. James D. Colt (R)

State House, Room 26

Boston, MA 02133

Tel: (617) 722-2080

Fax: (617) 722-2897

Home:

80 Essex Avenue

Gloucester, MA

Tel: (508) 283-3148

Home:

18 Larch Row

Wenham, MA

Tel: (508) 468-7160

IMPORTANT TELEPHONE NUMBERS

COMMUNITY SERVICES

Council on Aging (at Community Center).....	887-3591
Town Beach at Stiles Pond-Emergency Only.....	352-7033
Historic Document Center.....	352-2733
Sealer of Weights & Measures.....	(508) 468-1843
Tri-Town Council on Youth and Family Services.....	887-6512
Veteran's Agent.....	682-6378

DEPARTMENT OF PUBLIC WORKS

Highway Garage.....	352-6555
(via Communications Dept).....	887-8137

EMERGENCY (Police and Fire).....911

HEALTH AND INSPECTORS (FAX 352-2567)

Animal Inspector.....	352-6336
Buildings Inspector.....	352-2435
Electrical Inspector.....	352-2435
Gas/Plumbing Inspector.....	352-2435
Director of Health.....	352-2413
Conservation/Planning.....	352-2538

LIBRARIES (FAX 887-6352)

East Boxford Village.....	887-7323
West Boxford Village.....	352-7323

POST OFFICES

East Boxford Village (01921).....	887-5339
West Boxford Village (01885).....	352-6632

PUBLIC SAFETY (FAX 887-8138)

Animal Control Officer.....	887-8135
Communications Department.....	887-8136
Fire Department.....	887-5725
Police Department.....	887-8135

SCHOOL DEPARTMENT

Harry Lee Cole School.(FAX 887-0703).....	887-2856
Spofford Pond School..(FAX 352-7855).....	352-8616
Masconomet Regional High School.(FAX 887-3573).....	887-2323
Superintendent - Boxford.....	887-1503
Superintendent - Masconomet.....	887-2323
Superintendent - North Shore Vocational.(FAX 777-8403).....	927-6178

TOWN OFFICES (FAX 887-3546)

Accountant.....	887-0710
Assessors.....	887-3674
Clerk.....	887-0806
Board of Selectmen.....	887-8181
Treasurer/Tax Collector.....	887-3673

